

Addendum to an Existing Contract
ARPA SUBRECIPIENT AGREEMENT
BOARD OF OKLAHOMA COUNTY COMMISSIONERS
And
COMMUNITY HEALTH CENTER, INC. (CHCI)

THIS CONTRACT ADDENDUM is in reference to a contract agreement and addendum(s) dated 09/27/2023, and 10/01/2025 (respectively) between the Board of Oklahoma County Commissioners, herein referred to as COUNTY, and the **COMMUNITY HEALTH CENTER, INC.**, herein referred to as SUBRECIPIENT.

THAT WHEREAS, the COUNTY and the SUBRECIPIENT have entered into an agreement for the provision of ARPA funding for projects managed by the SUBRECIPIENT.

- In 2023 CHCI began renovations of the Highland Park Family Medical Center to operate as a federally qualified health center. Phase I of the renovations completed in 2024 allowing for programing to begin at the new health campus. Services include, primary healthcare, geriatric healthcare, dental, behavioral health, pre and postnatal healthcare for pregnant women, low-cost pharmacy, optometry, a healthy eating demonstration kitchen, and a health and wellness education auditorium. Though initial renovations have been completed there are ongoing maintenance and repair needs faced by the facility in order to continue their model as a community health and wellness center.

A copy of the original contract is made part of this Addendum;

WHEREAS, the parties hereto desire to reduce the terms of this Amendment to writing;

NOW, THEREFORE, for and in consideration of the mutual promises to each other, as hereinafter set forth, the parties hereto do mutually agree to the contract addendum as follows:

1. Reference: The “not-to-exceed amount”

- For the additional services as outlined, COUNTY shall provide financial assistance to the SUBRECIPIENT in an additional amount not to exceed \$225,000.00. The not-to-exceed amount is being increased by \$225,000.00 from \$323,333.33 to \$ 548,333.33.

2. Reference ATTACHMENT A: RISK-BASED SUBRECIPIENT MONITORING is hereby modified to read as follows:

This subrecipient is MEDIUM RISK (for additional funding amount of \$225,000.00) due to time-constraints in the remaining ARPA funding timeline, this is not due to deficiencies in performance of this project.

- i. County must send reminders to the entity of federal single audit requirements.
 1. If the County subaward to the entity is \$1,000,000.00 or more, subrecipient must complete a federal single audit and County is responsible for confirming the entity completes a federal single audit. If the entity does not complete the federal single audit, they are in violation of federal compliance requirements and corrective action must be taken.
 2. If County subaward to the entity is less than \$1,000,000.00, County should still notify the entity of the requirement as the \$1,000,000 threshold is a cumulative of all federal funds an entity receives during the entity's fiscal year. County must verify if an entity is required to perform a federal single audit by checking the total of federal awards made to an entity through www.usaspending.gov. Corrective action is needed if the federal single audit threshold is met but the entity has not completed a federal single audit.
- ii. Payments made on reimbursement basis only and reviewed for allowability.
- iii. Random sampling of expenditures for supporting documentation/detail should be conducted at least quarterly.
- iv. Annual site visit until the project is completed.

3. Reference ATTACHMENT B2: PROJECT MILESTONES is hereby modified to read as follows:

Expenditure Timeline						
		Expected Progress	Expected Progress Addendum Modifications	Spending (\$ Amount)	Spending (\$ Amount) Addendum Modifications September 2025	Spending (\$ Amount) Addendum Modifications February 2026
	Q3	On September 11, 2023, Community Health Centers of Oklahoma will begin the bidding process for painting, flooring, demolition, and electrical work for Phase 1 of the Highland Park Family Medical Center. We will use the County ARPA funds to pay for the following: Painting \$75,000; Flooring \$65,000; Demolition \$75,000; Electrical \$85,000.00.		\$300,000.00	\$300,000.00	\$300,000.00
2023	Q4	On October 1, 2023, work will begin; On December 31, 2023, construction will end on Phase 1.				
2024	Q1	On January 16, 2023, Community Health Centers of Oklahoma will begin providing services.				
	Q2					
	Q3					
	Q4					
2025	Q1					
	Q2					
	Q3					
	Q4	May 2024, phase 1 was completed. The additional funds will be used assist with various maintenance and repairs in the center Funds are expected to be expensed by December 2025			\$23,333.33	\$23,333.33
2026	Q1					
	Q2		May 2024, phase 1 was completed. The additional funds will be used assist with various maintenance and repairs in the center Funds are expected to be expensed by June 2026			\$225,000.00
	Q3					
	Q4					

4. Reference ATTACHMENT B3: BUDGET is hereby modified to read as follows:

	Category	Description	Dollar Amount (\$)	Updated Dollar Amount (\$) September 2025	Updated Dollar Amount (\$) February 2026	Notes
	Project Name	20139: Community Health Centers of Oklahoma Highland Park Family Medical Center	\$300,000.00	\$323,333.33 <i>(increase of \$23,333)</i>	\$548,333.33 <i>(increase of \$225,000)</i>	
Operational Expenses	Personnel Salaries and Wages	<i>Program directors and assistant directors, teachers, support staff, career or success coaches, translators, workforce development specialists, accessibility specialists, tutors, etc.</i>	\$-	\$-	\$-	
	Personnel Fringe Benefits	<i>Employer-paid portions of FICA; Employee insurance and retirement plans; Unemployment and workers' compensation insurance; professional development</i>	\$-	\$-	\$-	
	Supplies	<i>Curriculum materials / kits; program supplies</i>	\$-	\$-	\$-	
	Advertising and Outreach	<i>Print and digital advertising (e.g. fliers, yard signs, billboards, websites, radio ads, etc.)</i>	\$-	\$-	\$-	
	Rent	<i>Cost of rent</i>	\$-	\$-	\$-	
	Maintenance and Repair	<i>Cost of maintenance and repairs of equipment</i>	\$300,000.00	\$323,333.33 <i>(increase of \$23,333)</i>	\$548,333.33 <i>(increase of \$225,000)</i>	<i>Painting, flooring, demolition, Electrical and various repairs</i>
	Services for removing barriers to participation	<i>-Transportation assistance for students (e.g. vouchers for public transportation fares) -Childcare assistance for students -Translation services</i>	\$-	\$-	\$-	
	Administrative Cost	<i>Cost of administrative expenses limited to 10% unless Negotiated Indirect Costs Rate Agreement ("NICRA") established.</i>	\$-	\$-	\$-	
Capital Expenses	Equipment (Over \$10,000)	<i>General purpose equipment (e.g. motor vehicles enabling transportation assistance for program participants, printing or reproduction technology); Special purpose equipment; Equipment for hands-on learning activities (e.g. ladders, power tools, wiring lab, simulating lab, etc.)</i>	\$-	\$-	\$-	
	Capital Purchases	<i>Facilities or Land acquisition</i>	\$-	\$-	\$-	

May it be known that the undersigned parties, for good consideration, do hereby agree to make the following changes and / or additions that are outlined within the addendum. These additions shall be made valid as if they are included in the original stated contract.

No other terms or conditions of the SUBRECIPIENT contract shall be negated or changed as a result of this here stated addendum.

All promises, requirements, terms, conditions, provisions, representations contained and specified in the original Agreement shall survive and become part of this Addendum unless specifically provided otherwise herein, or unless superseded by applicable Federal law or State statutes.

IN WITNESS WHEREOF, the SUBRECIPIENT and the COUNTY respectively, have caused this Agreement to be executed by their duly authorized representatives.

SUBRECIPIENT

COMMUNITY HEALTH CENTER, INC. (CHCI)

Date: _____

BOARD OF COUNTY COMMISSIONERS OF OKLAHOMA COUNTY

CHAIRMAN

ATTESTED BY: COUNTY CLERK

[COUNTY CLERK]

Attachment: Original Sub-recipient Agreement to follow