

1 CARES ACT GRANT AGREEMENT

2 **35744**

3 THIS CARES ACT GRANT AGREEMENT, ("Agreement") is made and  
4 entered into by and between the CITY OF LONG BEACH ("CITY"), a municipal corporation,  
5 with its principal place of business at 411 West Ocean Blvd., Long Beach, California 90802,  
6 and THE FILIPINO MIGRANT CENTER, a nonprofit corporation organized under the laws  
7 of the State of California ("GRANTEE"), with its principal place of business at 2125 Santa  
8 Fe Ave., Long Beach, California 90810.

9 WHEREAS, the City of Long Beach received a Coronavirus Relief Fund  
10 (CRF) award of \$40,280,000 from the U.S. Treasury, as appropriated in Section 5001 of  
11 the Coronavirus Relief Aid, Relief, and Economic Security Act ("CARES Act"), P.L. 116-  
12 136; and

13 WHEREAS, the purpose of the award to the CITY is to respond to the  
14 Coronavirus Disease 2019 (COVID-19) public health emergency; and

15 WHEREAS, payments from the CRF may only be used to cover costs that:  
16 (1) are necessary expenditures incurred due to the public health emergency with respect  
17 to the COVID-19; (2) were not accounted for in the budget most recently approved as of  
18 March 27, 2020 (the date of enactment of the CARES Act) for the State or government;  
19 and (3) were incurred during the period that begins on March 1, 2020, and ends on  
20 December 30, 2020; and

21 WHEREAS, the CITY is required by federal law to impose various terms and  
22 conditions, including expedited reporting requirements, on the GRANTEE; and

23 WHEREAS, the CITY has selected GRANTEE in accordance with CITY's  
24 administrative procedures using Request for Proposals Number RFP HE20-087 ("RFP"),  
25 incorporated by this reference as if fully set forth herein, and CITY has determined that  
26 GRANTEE and its employees are qualified, licensed, if so required, and experienced in  
27 performing these specialized services; and

28 WHEREAS, these terms and conditions, including exhibits, the terms of the

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1 RFP, if applicable, and the terms and conditions of the GRANTEE's application, and any  
2 amendments thereto as may be approved by the CITY, are incorporated herein by  
3 reference; and

4 NOW, THEREFORE, in consideration of the mutual terms, covenants, and  
5 conditions in this Agreement, the CITY and the GRANTEE agree as follows:

6 1. PROJECT. The CITY agrees to provide funding to the GRANTEE to  
7 support populations disproportionately impacted by COVID-19 by: conducting outreach,  
8 engagement, education and connection to COVID-19 testing; providing health education  
9 about COVID-19 prevention; and providing direct case management and systems  
10 navigation as needed to COVID-19 related health, social services, basic needs and other  
11 supports ("Project"). The Project description and scope of work is attached to this  
12 Agreement as Exhibit "A" and incorporated herein by reference.

13 2. GRANT FUNDS. The GRANTEE hereby acknowledges and agrees  
14 that the CITY's total contribution for the GRANTEE's approved project shall not exceed  
15 Fifty Thousand Dollars (\$50,000). It is expressly understood and agreed that in no event  
16 will the CITY's total contribution exceed this amount.

17 3. METHOD OF PAYMENT. The CITY shall make available to the  
18 GRANTEE upon or after the effective date of this Agreement a total amount of Fifty  
19 Thousand Dollars (\$50,000).

20 4. PERFORMANCE PERIOD; FUND APPLICATION. Funding has been  
21 authorized for eligible expenditures related to the Project incurred between March 1, 2020  
22 and December 30, 2020. The performance period for this grant is March 1, 2020 to  
23 December 30, 2020. All expenditures must be incurred, and all services must be provided  
24 within the performance period. CITY will not be obligated to reimburse expenses incurred  
25 after the performance period, and GRANTEE will be obligated to repay CITY for any funds  
26 received but not expended within the performance period. All funds not expected to be  
27 expended by December 30, 2020 shall be returned to the CITY by December 10, 2020,  
28 unless otherwise negotiated in writing in advance between the parties. Funding shall be

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1 expended for authorized eligible expenditures in accordance with the Project budget,  
2 delineated in the Project submittal attached hereto and incorporated by reference as  
3 Exhibit "B". When required to do so in writing, the GRANTEE shall repay the CITY for any  
4 amounts disbursed that the CITY determines were not used for authorized purposes, or  
5 were used in violation of Federal, State, or City statutes, regulations or guidelines. The  
6 CITY may also withhold such amounts from any allowable reimbursement request of the  
7 GRANTEE.

8           5.     COORDINATION AND ORGANIZATION.

9           A.     GRANTEE shall coordinate its performance with CITY's  
10           representative, if any, named in Exhibit "C", attached to this Agreement and  
11           incorporated by this reference. GRANTEE shall advise and inform CITY's  
12           representative of the work in progress on the Project in sufficient detail so as to  
13           assist CITY's representative in making presentations and in holding meetings on the  
14           Project.

15           B.     The parties acknowledge that a substantial inducement to CITY  
16           for entering this Agreement was and is the reputation and skill of GRANTEE's key  
17           employee, named in Exhibit "D" attached to this Agreement and incorporated by this  
18           reference. CITY shall have the right to approve any person proposed by GRANTEE  
19           to replace that key employee.

20           6.     COMPLIANCE. This Agreement is funded by a Coronavirus Relief  
21           Funds (CRF) Federal Subaward obtained by the CITY. GRANTEE shall comply with any  
22           and all applicable State, City and Federal statutes, regulations, codes, directives and  
23           guidelines related to the performance of this Agreement, including any statutory law related  
24           to contracting with the State of California.

25           7.     AUDIT AND RECORD REQUIREMENTS. The GRANTEE shall follow  
26           all generally accepted accounting procedures and practices and shall maintain books,  
27           records, documents, and other evidence which sufficiently and properly account for the  
28           expenditure of funds. The books, records and documents shall be subject at all reasonable

1 times to inspection, reviews, or audits by the CITY in order that the Project, management,  
2 and fiscal policies of the GRANTEE may be evaluated to assure the proper and effective  
3 expenditure of public funds. Additionally:

4           A. Cooperation with Monitoring, Audits, and Records  
5 Requirements. All records and expenditures are subject to, and GRANTEE agrees  
6 to comply with, monitoring and/or audits conducted by the United States Department  
7 of Treasury's Inspector General, the Office of the Auditor of the State of California,  
8 and the City Department of Finance. The GRANTEE shall maintain under Generally  
9 Accepted Accounting Principles (GAAP) or Government Accounting Standards  
10 Board (GASB) principles, adequate records that ensure proper accounting for all  
11 costs and performances related to this Agreement.

12           B. Single Audit Requirements. Any Grantee expending \$750,000  
13 or more in federal funds in a fiscal year may be subject to Single Audit Requirements  
14 in 2 CFR, Part 200, Subpart F – Audit Requirements, at [https://www.ecfr.gov/cgi-](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)  
15 [bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200\\_main\\_02.tpl](https://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl)

16           C. Requirement to Address Audit Findings. If any audit,  
17 monitoring, investigations, review of awards, or other compliance review reveals any  
18 discrepancies, inadequacies, or deficiencies which are necessary to correct in order  
19 to maintain compliance with this Agreement, applicable laws, regulations, or the  
20 GRANTEE's obligations hereunder, the GRANTEE agrees to propose and submit  
21 to CITY a corrective action plan to correct such discrepancies or inadequacies within  
22 twenty-five (25) calendar days after the GRANTEE's receipt of the findings.

23           D. The GRANTEE shall maintain appropriate audit trails to provide  
24 accountability for all expenditures of grant funds, reporting measures, and funds  
25 received from CITY under this Agreement. Audit trails maintained by the GRANTEE  
26 will, at a minimum, identify the supporting deficiencies. If no corrective action is  
27 taken, the CITY may take such action authorized by this Agreement and/or by law,  
28 including termination.

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1           8.    TERMINATION. The CITY may, in its sole discretion, terminate this  
2 Agreement for convenience or otherwise, without recourse, liability or penalty against  
3 CITY, upon written notice to GRANTEE. Additionally:

4           A.    In the event GRANTEE fails to perform or comply with an  
5 obligation or a term, condition or provision of this Agreement, the CITY may notify  
6 the GRANTEE in writing of the delay or nonperformance, and if not cured in five (5)  
7 working days, the CITY may terminate this Agreement in its entirety, or any part  
8 thereof, or the CITY may, upon written notice to GRANTEE, terminate this  
9 Agreement for cause, without further notice or opportunity to cure. Such notification  
10 will state the effective date of termination, and if no effective date is specified, the  
11 effective date will be the date of the notification.

12           B.    CITY and GRANTEE may mutually agree to terminate this  
13 Agreement. CITY in its sole discretion will determine if, as part of the agreed  
14 termination, GRANTEE is required to return any or all the disbursed grant funds.

15           C.    Termination is not an exclusive remedy but will be in addition  
16 to any other rights and remedies provided in equity, by law, or under this Agreement,  
17 including those remedies listed at 2 C.F.R. 200.207 and 2 C.F.R. 200.338 –200.342.  
18 Following termination by CITY, GRANTEE shall continue to be obligated to CITY for  
19 the return of grant funds in accordance with applicable provisions of this Agreement.  
20 In the event of termination under this section, CITY's obligation to reimburse  
21 GRANTEE is limited to allowable costs incurred and paid by the GRANTEE prior to  
22 the effective date of termination, and any allowable costs determined by CITY in its  
23 sole discretion to be reasonable and necessary to cost-effectively wind up the  
24 Agreement. Termination of this Agreement for any reason or expiration of this  
25 Agreement shall not release the parties from any liability or obligation set forth in  
26 this Agreement that is expressly stated to survive any such termination or expiration.

27           D.    Notwithstanding any expiration or termination of this  
28 Agreement, the rights and obligations pertaining to the grant, cooperation and

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1 provision of additional information, return of grant funds, audit rights, records  
2 retention, public information, and any other provision implying survivability shall  
3 remain in effect after the expiration or termination of this Agreement.

4 9. RECAPTURE OF FUNDS. The discretionary right of CITY to  
5 terminate this Agreement for convenience notwithstanding, CITY shall have the right to  
6 terminate the Agreement and to recapture, and be reimbursed for any payments made by  
7 CITY: (i) that are not allowed under applicable laws, rules, and regulations; or (ii) that are  
8 otherwise inconsistent with this Agreement, including any unapproved expenditures. In  
9 addition, if the State of California determines for any reason that CITY must repay  
10 Coronavirus Relief Funds provided to GRANTEE, GRANTEE shall reimburse the CITY for  
11 the repayment.

12 10. AUTHORITY TO WITHHOLD MONEY DUE OR PAYABLE. The CITY  
13 may withhold such amounts due or to become payable under this Agreement to the  
14 GRANTEE as may be necessary to protect the CITY against liability or to satisfy the  
15 obligations of the GRANTEE to the CITY.

16 11. REPRESENTATIONS BY GRANTEE. By acceptance of this  
17 Agreement, the GRANTEE makes all the statements, representations, warranties,  
18 guarantees, certifications and affirmations included in this Agreement. If applicable, the  
19 GRANTEE will comply with the requirements of 31 USC § 3729, which set forth that no  
20 Grantee of federal payments shall submit a false claim for payment. If any of the  
21 statements, representations, certifications, affirmations, warranties, or guarantees are  
22 false or if the GRANTEE signs or executes the Agreement with a false statement or it is  
23 subsequently determined that the GRANTEE has violated any of the statements,  
24 representations, warranties, guarantees, certifications or affirmations included in this  
25 Agreement, then CITY may consider this act a possible default under this Agreement and  
26 may terminate or void this Agreement for cause and pursue other remedies available to  
27 CITY under this Agreement and applicable law. False statements or claims made in  
28 connection with CITY grants may result in fines, imprisonment, and debarment from

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1 participating in City, state or federal grants or contracts, and/or other remedy available by  
2 law, potentially including the provisions of 38 USC §§ 3801-3812, which details the  
3 administrative remedies for false claims and statements made.

4 12. CONFLICT OF INTEREST SAFEGUARDS. The GRANTEE will  
5 establish safeguards to prohibit its employees from using their positions for a purpose that  
6 constitutes or presents the appearance of personal or organizational conflict of interest or  
7 personal gain, whether for themselves or others, particularly those with whom they have  
8 family, business, or other ties. The GRANTEE will operate with complete independence  
9 and objectivity without actual, potential, or apparent conflict of interest with respect to its  
10 performance under this Agreement.

11 13. FRAUD, WASTE, AND ABUSE. The GRANTEE understands that  
12 CITY does not tolerate any type of fraud, waste, or misuse of funds. CITY's policy is to  
13 promote consistent, legal, and ethical organizational behavior, by assigning responsibilities  
14 and providing guidelines to enforce controls. Any violations of law or standards of ethical  
15 conduct will be investigated, and appropriate actions will be taken. The GRANTEE  
16 understands and agrees that misuse of award funds may result in a range of penalties,  
17 including suspension of current and future funds, suspension or debarment from federal,  
18 state, and City grants, recoupment of monies provided under an award, and civil and/or  
19 criminal penalties.

20 14. CERTIFICATION REGARDING LOBBYING. By entering into this  
21 Agreement, GRANTEE is certifying:

22 A. No Federal appropriated funds have been paid or will be paid,  
23 by or on behalf of the GRANTEE, to any person for influencing or attempting to  
24 influence an officer or employee of an agency, a Member of Congress, an officer or  
25 employee of Congress, or an employee of a Member of Congress in connection with  
26 the awarding of any Federal contract, the making of any Federal grant, the making  
27 of any Federal loan, the entering into of any cooperative agreement, and the  
28 extension, continuation, renewal, amendment, or modification of any Federal

1 contract, grant, loan, or cooperative agreement.

2 B. If any funds other than Federal appropriated funds have been  
3 paid or will be paid to any person for influencing or attempting to influence any officer  
4 or employee of any agency, a Member of Congress, an officer or employee of  
5 Congress, or an employee of a Member of Congress in connection with this Federal  
6 contract, grant, loan or cooperative agreement, the undersigned shall complete and  
7 submit Standard Form – LLL, “Disclosure Form to Report Lobbying,” in accordance  
8 with its instructions.

9 C. The GRANTEE shall require that the language of this  
10 certification be included in the award documents for all subawards at all tiers  
11 (including subcontracts, subgrants, and contracts under grants, loans, and  
12 cooperative agreements) and that all subrecipients shall certify and disclose  
13 accordingly.

14 D. This certification is a material representation of fact upon which  
15 reliance was placed when this transaction was made or entered into. Submission of  
16 this certification is a prerequisite for making or entering into this transaction imposed  
17 by 31 U.S.C. Sec. 1352 (as amended by the Lobbying Disclosure Act of 119). Any  
18 person who fails to file the required certification shall be subject to a civil penalty of  
19 not less than \$10,000 and not more than \$100,000 for each such failure. The  
20 GRANTEE certifies or affirms the truthfulness and accuracy of each statement of its  
21 certification and disclosure, if any. In addition, GRANTEE understands and agrees  
22 that the provisions of 31 U.S.C. Sec. 3801 et seq. apply to this certification and  
23 disclosure, if any.

24 15. SEVERABILITY. If any provisions of this Agreement are rendered or  
25 declared illegal for any reason, or shall be invalid or unenforceable, such provision shall be  
26 modified or deleted in such manner so as to afford the party for whose benefit it was  
27 intended the fullest benefit commensurate with making this Agreement, as modified,  
28 enforceable, and the remainder of this Agreement and the application of such provision to



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1 other persons or circumstances shall not be affected thereby, but shall be enforced to the  
2 greatest extent permitted by applicable law.

3 16. AMBIGUITIES. To the extent the terms and conditions of this  
4 Agreement do not address a particular circumstance or are otherwise unclear or  
5 ambiguous, such terms and conditions are to be construed consistent with the general  
6 objectives, expectations and purposes of this Agreement and in all cases, according to its  
7 fair meaning. The parties acknowledge that each party and its counsel have reviewed this  
8 Agreement and that any rule of construction to the effect that any ambiguities are to be  
9 resolved against the drafting party shall not be employed in the interpretation of this  
10 Agreement. Any vague, ambiguous or conflicting terms shall be interpreted and construed  
11 in such a manner as to accomplish the purpose of the Agreement.

12 17. CLEAN AIR ACT. The following is only applicable if the amount of the  
13 contract exceeds \$150,000: (1) GRANTEE agrees to comply with all applicable standards,  
14 orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401  
15 et seq.; (2) GRANTEE agrees to report each violation to ATG and understands and agrees  
16 that the ATG will, in turn, report each violation as required to assure notification to the  
17 Federal Emergency Management Agency, and the appropriate Environmental Protection  
18 Agency Regional Office; and (3) GRANTEE agrees to include these requirements in each  
19 subcontract exceeding \$150,000 financed in whole or in part with federal assistance  
20 provided by this Agreement.

21 18. CONTRACT PROVISIONS UNDER FEDERAL AWARDS. All  
22 contracts made by a GRANTEE under a federal award must contain the provisions outlined  
23 in 2 CFR 200 Uniform Administrative Requirements, Cost Principles, and Audit  
24 Requirements for Federal Awards, Appendix II to Part 200 Contract Provisions for Non-  
25 Federal Entity Contracts Under Federal Awards.

26 19. INSURANCE.

27 A. As a condition precedent to the effectiveness of this  
28 Agreement, GRANTEE shall procure and maintain, at GRANTEE's expense for the

1 duration of this Agreement, from insurance companies that are admitted to write  
2 insurance in California and have ratings of or equivalent to A:V by A.M. Best  
3 Company or from authorized non-admitted insurance companies subject to Section  
4 1763 of the California Insurance Code and that have ratings of or equivalent to A:VIII  
5 by A.M. Best Company, the following insurance:

6 (a) Commercial general liability insurance (equivalent in scope to  
7 ISO form CG 00 01 11 85 or CG 00 01 10 93) in an amount not less than  
8 \$1,000,000 per each occurrence and \$2,000,000 general aggregate. This  
9 coverage shall include but not be limited to broad form contractual liability,  
10 cross liability, independent contractors liability, and products and completed  
11 operations liability. CITY, its boards and commissions, and their officials,  
12 employees and agents shall be named as additional insureds by  
13 endorsement (on CITY's endorsement form or on an endorsement  
14 equivalent in scope to ISO form CG 20 10 11 85 or CG 20 26 11 85), and  
15 this insurance shall contain no special limitations on the scope of protection  
16 given to CITY, its boards and commissions, and their officials, employees  
17 and agents. This policy shall be endorsed to state that the insurer waives  
18 its right of subrogation against CITY, its boards and commissions, and their  
19 officials, employees and agents.

20 (b) Workers' Compensation insurance as required by the California  
21 Labor Code and employer's liability insurance in an amount not less than  
22 \$1,000,000. This policy shall be endorsed to state that the insurer waives  
23 its right of subrogation against CITY, its boards and commissions, and their  
24 officials, employees and agents.

25 (c) Professional liability or errors and omissions insurance in an  
26 amount not less than \$1,000,000 per claim.

27 (d) Commercial automobile liability insurance (equivalent in scope  
28 to ISO form CA 00 01 06 92), covering Auto Symbol 1 (Any Auto) in an

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amount not less than \$500,000 combined single limit per accident.

B. Any self-insurance program, self-insured retention, or deductible must be separately approved in writing by CITY's Risk Manager or designee and shall protect CITY, its officials, employees and agents in the same manner and to the same extent as they would have been protected had the policy or policies not contained retention or deductible provisions.

C. Each insurance policy shall be endorsed to state that coverage shall not be reduced, non-renewed or canceled except after thirty (30) days prior written notice to CITY, shall be primary and not contributing to any other insurance or self-insurance maintained by CITY, and shall be endorsed to state that coverage maintained by CITY shall be excess to and shall not contribute to insurance or self-insurance maintained by GRANTEE. GRANTEE shall notify CITY in writing within five (5) days after any insurance has been voided by the insurer or cancelled by the insured.

D. If this coverage is written on a "claims made" basis, it must provide for an extended reporting period of not less than one hundred eighty (180) days, commencing on the date this Agreement expires or is terminated, unless GRANTEE guarantees that GRANTEE will provide to CITY evidence of uninterrupted, continuing coverage for a period of not less than three (3) years, commencing on the date this Agreement expires or is terminated.

E. GRANTEE shall require that all sub-grantees used by GRANTEE in the performance of these services maintain insurance in compliance with this Section unless otherwise agreed in writing by CITY's Risk Manager or designee.

F. Prior to the start of performance, GRANTEE shall deliver to CITY certificates of insurance and the endorsements for approval as to sufficiency and form. In addition, GRANTEE shall, within thirty (30) days prior to expiration of the insurance, furnish to CITY certificates of insurance and endorsements

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evidencing renewal of the insurance. CITY reserves the right to require complete certified copies of all policies of GRANTEE and sub-grantees, at any time. GRANTEE shall make available to CITY 's Risk Manager or designee all books, records and other information relating to this insurance, during normal business hours.

G. Any modification or waiver of these insurance requirements shall only be made with the approval of CITY's Risk Manager or designee. Not more frequently than once a year, CITY's Risk Manager or designee may require that GRANTEE, sub-grantees change the amount, scope or types of coverages required in this Section if, in his or her sole opinion, the amount, scope or types of coverages are not adequate.

H. The procuring or existence of insurance shall not be construed or deemed as a limitation on liability relating to GRANTEE's performance or as full performance of or compliance with the indemnification provisions of this Agreement.

20. INDEMNITY.

A. GRANTEE shall indemnify, protect and hold harmless CITY, its Boards, Commissions, and their officials, employees and agents ("Indemnified Parties"), from and against any and all liability, claims, demands, damage, loss, obligations, causes of action, proceedings, awards, fines, judgments, penalties, costs and expenses, arising or alleged to have arisen, in whole or in part, out of or in connection with (1) GRANTEE's breach or failure to comply with any of its obligations contained in this Agreement, including any obligations arising from the Project's compliance with or failure to comply with applicable laws, including all applicable federal and state labor requirements including, without limitation, the requirements of California Labor Code section 1770 et seq. or (2) negligent or willful acts, errors, omissions or misrepresentations committed by GRANTEE, its officers, employees, agents, sub-grantees, or anyone under GRANTEE's control, in the performance of work or services under this Agreement (collectively "Claims" or

1 individually "Claim").

2 B. In addition to GRANTEE's duty to indemnify, GRANTEE shall  
3 have a separate and wholly independent duty to defend Indemnified Parties at  
4 GRANTEE's expense by legal counsel approved by CITY, from and against all  
5 Claims, and shall continue this defense until the Claims are resolved, whether by  
6 settlement, judgment or otherwise. No finding or judgment of negligence, fault,  
7 breach, or the like on the part of GRANTEE shall be required for the duty to defend  
8 to arise. CITY shall notify GRANTEE of any Claim, shall tender the defense of the  
9 Claim to GRANTEE, and shall assist GRANTEE, as may be reasonably requested,  
10 in the defense.

11 C. If a court of competent jurisdiction determines that a Claim was  
12 caused by the sole negligence or willful misconduct of Indemnified Parties,  
13 GRANTEE's costs of defense and indemnity shall be (1) reimbursed in full if the  
14 court determines sole negligence by the Indemnified Parties, or (2) reduced by the  
15 percentage of willful misconduct attributed by the court to the Indemnified Parties.

16 D. The provisions of this Section shall survive the expiration or  
17 termination of this Agreement.

18 21. LAWS AND REGULATIONS. The GRANTEE shall be responsible for  
19 being fully informed of all City, state and federal laws, ordinances, codes, rules and  
20 regulations, which in any manner may affect this Agreement and the performance thereof.

21 22. REMEDIES NOT EXCLUSIVE. The express provision herein of  
22 certain measures that may be exercised by the CITY for its protection shall not be  
23 construed to preclude the CITY from exercising any other or further legal or equitable right  
24 to protect its interests.

25 23. JURISDICTION/VENUE. This Agreement shall be construed in  
26 accordance with the laws of the State of California, and the venue for any legal actions  
27 brought by any party with respect to this Agreement shall be the County of Los Angeles,  
28 State of California for state actions and the Central District of California for any federal

1 actions. GRANTEE shall cause all work performed in connection with construction of the  
2 Project to be performed in compliance with (1) all applicable laws, ordinances, rules and  
3 regulations of federal, state, county or municipal governments or agencies (including,  
4 without limitation, all applicable federal and state labor standards, including the prevailing  
5 wage provisions of sections 1770 et seq. of the California Labor Code); and (2) all  
6 directions, rules and regulations of any fire marshal, health officer, building inspector, or  
7 other officer of every governmental agency now having or hereafter acquiring jurisdiction.

8           24. GRANTEE'S FAILURE TO COMPLY WITH ALL REQUIREMENTS  
9 AND CONTRACTUAL OBLIGATIONS. The GRANTEE's failure to comply with any and all  
10 of the conditions of this Agreement, referenced herein and made a part hereof, may result  
11 in the denial or rejection of future funding to the GRANTEE from the CITY.

12           25. ASSIGNMENT. The GRANTEE may not assign rights or duties under  
13 an award, or subcontract delivery of services, without the prior written consent of the CITY.  
14 Such consent shall not relieve the GRANTEE of liability in the event of default by its  
15 assignee.

16           26. CONSTRUCTION OF CONTRACT. The masculine shall be deemed  
17 to embrace and include the feminine and the singular shall be deemed to embrace and  
18 include the plural whenever required in the context of this Agreement.

19           27. NON-DEBARMENT REQUIREMENTS. The GRANTEE certifies, and,  
20 if the CITY, State of California or the United States Federal government requires shall  
21 further certify that neither they nor their principals are presently debarred, suspended,  
22 proposed for debarment, declared ineligible, or voluntarily excluded by the State of  
23 California or the United States Federal government at the time of submitting a proposal,  
24 and hereby certifies and will further certify that the GRANTEE shall immediately notify the  
25 CITY should their debarment status change anytime during the performance period.

26           28. TAX IMPLICATIONS AND CONSEQUENCES. The CITY makes no  
27 representations as to the tax consequences associated with the disbursement of CRF  
28 funds related to this agreement, and any determination related to this issue is the sole

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1 responsibility of the GRANTEE. GRANTEE acknowledges consulting with its own tax  
2 advisors or tax attorneys regarding this transaction or having had an opportunity to do so  
3 prior to signing this agreement. GRANTEE acknowledges the CITY cannot provide advice  
4 regarding the tax consequences or implications of the CRF funds disbursed to GRANTEE  
5 under the terms of this agreement.

6 IN WITNESS WHEREOF, the parties have caused this document to be duly  
7 executed with all formalities required by law as of the date first stated above.

8  
9  
10 November 23, 2020

THE FILIPINO MIGRANT CENTER, a  
nonprofit corporation organized under the  
laws of the State of California

By [Signature]  
Name Romeo Hebron, Jr.  
Title Executive Director

11  
12  
13 \_\_\_\_\_, 2020

By \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_

"GRANTEE"

14  
15  
16  
17  
18 December 3, 2020

CITY OF LONG BEACH, a municipal  
corporation

By [Signature]  
City Manager

"CITY"

19  
20  
21 This Agreement is approved as to form on 12-2, 2020.

22 CHARLES PARKIN, City Attorney

23 By [Signature]  
24 Deputy  
25  
26  
27  
28

# EXHIBIT "A"



## SCOPE OF WORK AGREEMENT

The Filipino Migrant Center  
November 10, 2020 – December 30, 2020

This scope of work is between The Filipino Migrant Center (Grantee) and the City of Long Beach (City).

### I. Overview of Service Responsibilities

As a grantee of the Nonprofit Direct Services Fund, The Filipino Migrant Center agrees to implement all activities in this Scope of Work (SOW). To support populations disproportionately impacted by COVID-19, Grantee will partner with the priority population to:

- Conduct outreach, engagement, education and connection to COVID-19 testing.
- Provide health education about COVID-19 prevention.
- Provide direct case management and systems navigation as needed to COVID-19 related health, social services, basic needs and other supports.

The grant period for eligible expenditures will close on December 30, 2020 as outlined in the CARES Act.

### II. Services to be Performed:

SERVICE/SCOPE	IMPLEMENTATION	TIMELINE	DELIVERABLE
Conduct outreach, engagement, education and connection to COVID-19 testing	<ul style="list-style-type: none"> <li>- Phone banking existing members</li> <li>- Utilize social media &amp; online forms of engagement</li> <li>- Distribute flyers at Filipino businesses</li> <li>- Direct mail campaigns</li> </ul>	11/10/20- 12/30/20	<p>Number of homes where culturally and linguistically tailored fliers were delivered = 150</p> <p>Number of people that are referred to COVID-19 testing, medical care or mental health = 75</p> <p>Reach a minimum of 5,000 social media impressions through multiple posts</p>
Provide health education about COVID-19 prevention	<ul style="list-style-type: none"> <li>- Review the City of Long Beach Safer-at-Home order with community members</li> </ul>	11/10/20- 12/30/20	Number of homes where culturally and linguistically tailored fliers were delivered = 150

	- Create informational flyers and social media posts about COVID-19 education		Number of people who receive culturally and linguistically tailored fliers = 500  Reach a minimum of 5,000 social media impressions through multiple posts
Provide direct case management and systems navigation as needed to COVID-19 related health, social services, basic needs and other supports	Hold individual consultations and virtual group gatherings to determine case management needs, including systems navigation and referrals to outside agencies	11/10/20-12/30/2020	Number of people that are provided direct case management or systems navigation for COVID-19 related basic needs and other social services and supports = 50

### III. City Responsibilities

The City will appoint an employee to liaise between Grantee and the City of Long Beach to administer the grant. The City will provide \$50,000 in funding for the delivery of services through a one-time direct payment method.

### IV. Sub-Recipient Monitoring and Tracking

Grantee shall track program metrics internally on a weekly basis and provide monthly program metric updates to the City. Grantee is also required to submit monthly financial expenditures to the City. At contract closeout, Grantee shall submit the metrics met to date, a brief narrative explaining any barriers or areas where they may need support, and funds expended to date. The awarded organizations will be receiving support and communication with City staff throughout the process so that problems can be solved early. Any funds that may not be expended may be redirected to other non-profit(s) if metrics are not being met or funds are not being expended according to the plan.

The City will track fund expenditures to ensure subcontractors expend funds according to proposed budgetary timelines. In the case that a subcontractor is not efficiently spending down their grant, this tracking process allows for the reallocation of funds to another subcontractor when necessary. Grantee will report on the metrics below:

Direct Service Metrics	Timeline
Number of homes where culturally and linguistically tailored fliers were delivered.	Monthly
Number of people that are provided direct case management or systems navigation for COVID-19	Monthly

related basic needs and other social services and supports.	
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Demographic Matrix	Anticipated Updates
Participant's ZIP Code	Monthly
Participant Race	Monthly
Primary Language	Monthly
Age	Monthly

# EXHIBIT "B"

Budget Document – The Filipino Migrant Center  
 Non-profit Relief and Direct Services, CARES 2020

Personnel Expenses	Executive Director, Direct Services Coordinator, Community Organizers,	\$23,125
	Subtotal	\$23,125
Program Expenses & Marketing	Direct Aid: (50) \$200 Gift Cards (to impacted families for basic needs, rent assistance, etc), Volunteer Stipends	\$20,000
	Personal Protective Equipment (PPE), Outreach, Postage, Printing, Social Media, Travel	\$4,494
	Subtotal	\$24,494
Administrative (5% cap)	Administrative/Overhead	\$2,381
	Subtotal	\$2,381
<b>Total</b>		<b>\$50,000</b>

# EXHIBIT “C”

City’s Representative:

Janaya Nichols

# EXHIBIT "D"

Grantee's Key Employee:

Romeo Hebron, Jr.