

OFFICE OF THE CITY ATTORNEY  
CHARLES PARKIN, City Attorney  
411 West Ocean Boulevard, 9th Floor  
Long Beach, CA 90802-4511

1 FIRST AMENDMENT TO SUBCONTRACT NO. 35292

2 **35292**

3 THIS FIRST AMENDMENT TO SUBCONTRACT NO. 35292 is made and  
4 entered, in duplicate, as of May 14, 2020 for reference purposes only, pursuant to a minute  
5 order adopted by the City Council of the City of Long Beach at its meeting on June 12,  
6 2018, by and between PATH, a California nonprofit corporation ("Organization"), whose  
7 address is 340 N. Madison Avenue, Los Angeles, CA 90004, and the CITY OF LONG  
8 BEACH, a municipal corporation ("City").

9 WHEREAS, City requires specialized services requiring unique skills to be  
10 performed in connection with providing one or more of the following: transitional housing,  
11 permanent housing, human or social services to low-income and homeless residents in  
12 connection with a grant from the U.S. Department of Housing and Urban Development  
13 ("HUD") called the "Continuum of Care Program" which deals with the needs of the  
14 homeless; and

15 WHEREAS, City and Organization (the "Parties") entered into Subcontract  
16 No. 35292 (the "Subcontract") whereby Organization agreed to provide these services; and

17 WHEREAS, this Amendment is a reallocation of CoC funds to support the  
18 City's public health outbreak preparedness and response effort to COVID-19; and

19 WHEREAS, the Parties desire to amend the total disbursement amount and  
20 update the Project Budget attached as Attachment "B" to the Subcontract;

21 NOW, THEREFORE, in consideration of the mutual terms, covenants, and  
22 conditions herein contained, the Parties agree as follows:

23 1. Section 4.B of the Subcontract is hereby amended to read as follows.

24 "B. Total disbursements made to Organization under this  
25 Subcontract by the City shall not exceed Seven Hundred Thirteen Thousand One  
26 Hundred Ninety Four Dollars (\$713,194) over the term of this Subcontract. Upon  
27 execution of this Subcontract, the City shall disburse funds payable hereunder in  
28 due course of payments following receipt from Organization of billing statements in

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1 a form approved by the City showing expenditures and costs identified in  
2 Attachment "B".

3 2. The Project Budget attached as Attachment "B" to the Subcontract is  
4 hereby amended and replaced with Attachment "B-1" attached hereto and incorporated  
5 herein.

6 3. Except as expressly modified herein, all of the terms and conditions  
7 contained in Subcontract No. 35292 are ratified and confirmed and shall remain in full force  
8 and effect.

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

11  
12 \_\_\_\_\_, 2020  
13 *6/23*

PATH, a California nonprofit corporation

By *[Signature]*  
Name Carlos Gonzalez  
Title Chief Innovations Officer

14  
15 \_\_\_\_\_, 2020

By N/A  
Name N/A  
Title N/A

"Organization"

16  
17  
18  
19  
20 \_\_\_\_\_, 2020  
*July 9*

CITY OF LONG BEACH, a municipal corporation

By *Linda J. Iatum*  
City Manager

EXECUTED PURSUANT  
"City" TO SECTION 301 OF  
THE CITY CHARTER

21  
22  
23 This First Amendment to Subcontract No. 35292 is approved as to form on  
24 \_\_\_\_\_, 2020.  
*7-8*

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CHARLES PARKIN, City Attorney  
By *[Signature]* TM Anderson  
Deputy

**CITY OF LONG BEACH**  
**2018 Continuum of Care (CoC) Program**  
**Project Budget for PATH Project Name: Family Commons**  
**HUD Contract # CA0632U9D061811 City Contract # 35292 B-1**  
**Operational Period from 07/01/2019 to 06/30/2020 (12 months)**

ELIGIBLE COSTS	AMOUNT	BUDGET SERVICE ACTIVITIES
<b>LEASED UNITS / STRUCTURE</b>		
1. Leased Structure	\$ 24,480	For payment of leases structure for Family Commons Program office.
2. Leased Units	\$ 262,564	For payment of 40 leased units for Family Commons Program.
<b>Total Leased Units / Structure</b>	<b>\$ 287,044</b>	<b>Total Leased Units / Structure</b>
<b>SUPPORTIVE SERVICES</b>		
1. OS - Intake Coordinator - 1 FTE	\$ 19,046	Provides initial intake on homeless client and assist them with immediate needs. Intake coordinator works closely with case manager. Payment for salaries & benefits.
2. CM - Case Manager - 3.0 FTE	\$ 158,000	Provide case management services, assessment, development of Independent Service plans, follow-up, and related needs. Assist in developing and implementing appropriate treatment plans. Reviews assigned cases in all aspects and accompanies clients to courts or social service providers. Payment for salaries & benefits.
3. CM - Program Director - 0.50 FTE	\$ 44,947	Provides supervision and supports case manager, mental health counselor, residential coordinator, employment coordinator, child care coordinator, and intake coordinator. Payment for salaries & benefits.
4. LS - Life Skills (Financial Planning, Parenting)	\$ 10,715	Coordination and provision of financial planning & money management services, parenting classes, and other independent living skills provided outside of case management.
5. MHS - Mental Health Counselor - 1.0 FTE	\$ 23,000	Mental health services, including mental health assessments and individual and group mental health counseling.
6. ES - Education and Instruction	\$ 6,492	For payment of Tuition/course fees, materials, clients education costs, client supplies costs, tools to assist clients to maintain housing and employment, and incentives to promote housing stability, education, employment, family and personal growth.
7. EA - Employment Coordinator	\$ -	Duties will be covered by Case Manager going forward.
8. CC - Child Care Coordinator - 3.0 FTE	\$ 55,600	Provides individualized tutoring, after school activities, and child care for the children living at Family Commons. Individualized plans will be developed to help students achieve their educational goals. Social and recreational activities will be planned and supervised for children.
9. Transportation	\$ 9,432	To enable clients to get to/from work, appointments related to income and housing (e.g. gov't agencies, job interviews, place of employment, school) bus tokens, bus passes, and taxi vouchers.
10. HCS - Residential Coordinator - 1 FTE	\$ 10,596	Coordinate on-site activities, coordinate with other service providers for the provision of on-site services and off-site services, coordinate referrals and appointments for off-site services, coordinate transportation for clients, coordinate tenant council meetings. Payment for salaries & benefits.
11. OC - Program Operating Expenses (CoVID related activities)	\$ 15,000	Helping household living in supportive housing acquire essential supplies (food, water, medications, transportation, information) during crises. Hiring more staff on temporary or permanent basis to help deliver services may be required to support infectious disease preparedness. Recipients whose program budgets already include street outreach may engage and help people living in unsheltered locations acquire essential supplies (including food, water, medications, toiletries, transportation, information) during crises. EFFECTIVE MARCH 13, 2020.
12. Indirect cost - 10%	\$ 33,783	For allowable indirect costs.
<b>TOTAL SUPPORTIVE SERVICES</b>	<b>\$ 386,611</b>	<b>Total Program Budget for Supportive Services</b>
<b>TOTAL Supportive Services (Activities Request)</b>	<b>\$ 309,289</b>	<b>Total Supportive Services (Activities Request) Available for Reimbursement 80%.</b>
<b>OPERATIONS</b>		
1. BS - Program Director - 0.50 FTE	\$ 55,897	Provide day to day management of Family Commons programs, including ensuring contract compliance, developing written program operations and protocols manual, managing program budget, and supervising case management team. Payment of salaries & benefits.
2. EGW - Utilities	\$ 24,000	For payment of phones, communications, electricity, gas, water, and other utilities.
3. Equipment (lease, buy)	\$ 4,034	For payment of phones, fax, copier, and other office equipment for staff.
4. Equipment - Supplies	\$ 6,498	For payment of office supplies (i.e. papers, envelopes, stamps, files, staplers, etc.)
5. PTI - Insurance	\$ 1,869	For payment of liability insurance.
6. Furniture	\$ 3,750	For purchase of desks and chairs, office furniture, etc.
7. Indirect cost - 10%	\$ 8,028	For allowable indirect costs.
<b>TOTAL OPERATIONS</b>	<b>\$ 104,876</b>	<b>Total Program Budget for Operations</b>
<b>TOTAL OPERATIONS (Activities Request)</b>	<b>\$ 83,901</b>	<b>Total Operations (Activities Request) Available for Reimbursement 80%.</b>
<b>HMIS</b>		
1. Software (Software/User Licensing)	\$ 625	For purchase of user license.
2. Services (On-line Connectivity-Internet Access)	\$ 1,500	For payment of on-line connectivity (internet access).
3. Personnel (Administrative Support Staff)	\$ 14,352	For payment of administrative support staff.
4. Indirect cost - 10%	\$ 1,648	For allowable indirect costs.
<b>TOTAL HMIS</b>	<b>\$ 18,125</b>	<b>Total Program Budget for HMIS</b>
<b>TOTAL HMIS (Activities Request)</b>	<b>\$ 14,500</b>	<b>Total HMIS (Activities Request) Available for Reimbursement 80%.</b>
Administration (3%)	\$ 18,460	For administration of grant (3%=\$18,460; City of Long Beach 4%=\$24,613).
<b>AGENCY MATCH (CASH or IN-KIND)</b>	<b>\$ 106,538</b>	<b>Subrecipients required match (Cash or In-Kind) <del>xxxx</del> Leasing. Total Activities plus Admin minus Leasing x 25%.</b>
<b>TOTAL CITY OF LONG BEACH CONTRACT</b>	<b>\$ 713,194</b>	<b>Leased Units/Structure, Supportive Services, Operations, HMIS, and Administration.</b>

LB CoC FY18

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ATTACHMENT ..... B-1 .....  
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340 North Madison Ave.  
Los Angeles, CA 90004  
(323) 644-2200  
www.epath.org

**RESOLUTION 01232020-1  
RESOLUTION OF THE BOARD OF DIRECTORS OF PATH  
TO AUTHORIZE SIGNATORY AUTHORITY**

A majority of the Board of Directors of PATH, a California nonprofit corporation (the "Corporation") hereby consents to adopt and ratify the following resolution:

WHEREAS, the Corporation would like to update the authorized persons who may sign and transact other business on the Corporation's behalf;

WHEREAS, the Board of Directors would like to remove the following name(s) as official signers on behalf of the Corporation:

Amy Anderson, Executive Director

WHEREAS, the Board of Directors would like to add the following name(s) as official signers on behalf of the Corporation:

Jonathan Castillo, Chief Regional Officer

THEREFORE, the full slate of signers is:

Joel Roberts, Chief Executive Officer  
Jennifer Hark-Dietz, Deputy Chief Executive Officer  
Carlos Gonzalez, Chief Innovations Officer  
Sarah Kolish, Chief Administrative Officer  
Tescia Uribe, Chief Program Officer  
Jonathan Castillo, Chief Regional Officer  
Terry Bird, Board Chair  
Stan Schlender, Board Member  
Claire West Orr, Founder

NOW, THEREFORE, IT IS RESOLVED: That the Board of Directors has hereby authorized this resolution as official documentation regarding signatories for the corporation. The instrument to properly set forth those authorized to sign on behalf of the corporation as well as the names and titles of the duly elected individuals.

Passed and adopted effective as of January 23, 2020 by the consent of the Board of Directors of the Corporation.

**CERTIFICATION OF THE PRESIDENT:** The undersigned, President of the Board of Directors of PATH does hereby attest and certify that the foregoing Resolution is a true, full and correct copy of a resolution duly adopted at a meeting of said Corporation which was duly convened and held on the date stated thereon, and that said document has not been amended, modified, repealed or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Terry W. Bird  
Board President (signature)  
Terry W. Bird

1/23/20  
Date

TERRY BIRD  
Type or Print President's Name