



35245

AMENDMENT NO. ONE

BY AND BETWEEN

COUNTY OF LOS ANGELES

AND

CITY OF LONG BEACH

FOR

HOMELESS SERVICES

CONTRACT No.: AO-18-658

35245

AMENDMENT NO. ONE

BETWEEN

COUNTY OF LOS ANGELES

AND

CITY OF LONG BEACH

FOR

HOMELESS SERVICES

This **Amendment No. One** ("Amendment") to Contract AO-18-658 ("Contract") is entered into this 11th day of March 2019, by and between the County of Los Angeles (hereafter "COUNTY") and **City of Long Beach** (hereafter referred to as "CONTRACTOR" or "CONSULTANT"), to provide homeless services.

WHEREAS, on August 2, 2018, the COUNTY entered into a Contract with the CONTRACTOR to provide homeless services to the Chief Executive Office Homeless Initiative Unit; and

WHEREAS, on **December 18, 2018**, the County Board of Supervisors approved a Motion to increase the Contract sum by **\$260,324**, for a maximum sum not to exceed **\$329,324**, to provide the services outlined in the revised Statement of Work; and

WHEREAS, the COUNTY and CONTRACTOR mutually agree to: 1) modify Section 5.1, Contract Sum; 2) add Section 8.56, Compliance with the County Policy of Equity to meet County Requirements; 3) replace Exhibit A, Statement of Work; and, 4) replace Exhibit B, Pricing Schedule.

NOW, THEREFORE, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and effective upon full execution, it is agreed between the parties that the Contract shall be amended as follows:

1. **Section 5.0, Contract Sum, Subsection 5.1 Total Contract Sum**, shall be deleted in its entirety and replaced as follows:

5.1 Total Contract Sum

5.1.1 The Maximum Amount of this Contract shall be **Three hundred twenty nine thousand three hundred twenty four dollars (\$329,324)**, for the term of this Contract as set forth in Paragraph 4.0 – Term of Contract, above. Any costs incurred to complete this Contract in excess of the maximum not-to-exceed cost will be borne by the Contractor.

2. **Section 8.0, Standard Terms and Conditions**, is hereby amended by adding **Subsection 8.56 Compliance with County Policy of Equity**.

8.56 Compliance with County Policy of Equity

8.56 The Contractor acknowledges that the County takes its commitment to preserving the dignity and professionalism of the workplace very seriously, as set forth in the County Policy of Equity (CPOE) (<https://ceop.lacounty.gov/>). The contractor further acknowledges that the

County strives to provide a workplace free from discrimination, harassment, retaliation and inappropriate conduct based on a protected characteristic, and which may violate the CPOE. The contractor, its employees and subcontractors acknowledge and certify receipt and understanding of the CPOE. Failure of the contractor, its employees or its subcontractors to uphold the County's expectations of a workplace free from harassment and discrimination, including inappropriate conduct based on a protected characteristic, may subject the contractor to termination of contractual agreements as well as civil liability.

3. **EXHIBIT A, Statement of Work**, is deleted in its entirety and replaced with **Exhibit A1, Statement of Work**, attached hereto.
4. Any and all remaining references to Exhibit A, Statement of Work in the Contract, its Table of Contents, any Amendment and Exhibits shall now be references to Exhibit A1, Statement of Work.
5. **EXHIBIT B, Pricing Schedule**, is deleted in its entirety and replaced with **Exhibit B1, Pricing Schedule**, attached hereto.
6. Any and all remaining references to Exhibit B, Pricing Schedule in the Contract, its Table of Contents, any Amendment and Exhibits shall now be references to Exhibit B1, Pricing Schedule.

All other Contract terms remain in full force and effect.

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IN WITNESS THEREOF, COUNTY has caused this Amendment No. One, to Agreement No AO-18-658, to be executed by the Chief Executive Officer. CONTRACTOR has caused this Amendment No. 1 to be executed by its duly authorized representative.

COUNTY OF LOS ANGELES

By 
SACHIN A. HAMAI
Chief Executive Officer


Date 3-11-19

APPROVED AS TO FORM:
BY COUNTY COUNSEL

MARY C. WICKHAM


By 
KATHERINE M. BOWSER 1/28/19
Principal Deputy County Counsel

City of Long Beach

By  Tom Modica
Assistant City Manager
EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER


Taxpayer Identification No.

APPROVED AS TO FORM

1/30, 2019
CHARLES PARKIN, City Attorney
By 
LINDA T. VU
DEPUTY CITY ATTORNEY

**Homeless Veterans Initiative
Statement of Work
City of Long Beach – Homeless Veterans Initiative**

I. City of Long Beach

Through the support of the County of Los Angeles Homeless Prevention Initiative, the partners of the Long Beach Homeless Veterans Initiative (Initiative) have coordinated a comprehensive service package to assist homeless veterans achieve housing stability.

II. Program Requirements

- Coordination of veteran services throughout the Long Beach area in partnership with the Long Beach Veteran Administration (VA) Healthcare System, local Supportive Services for Veteran Families (SSVF) providers, Long Beach Continuum of Care (CoC) veteran services providers and chronic homeless providers, and Housing Authority of the City of Long Beach;
- Assist all participants to complete a comprehensive assessment on short-term and permanent housing and supportive service needs, including the completion of an Individualized Housing and Service Plan (IHSP);
- Assist participants with acquiring public benefits, housing resources, employment, mental health services, medical care and other necessary social services to ensure their stability in housing;
- Provide program necessities for participants engaged in services: including household goods and food cards (in increments of \$10), to help people who are establishing households for the first time;
- Assist participants with ongoing case management for a minimum of six (6) months to a maximum of one (1) year after being placed in housing;
- Leverage Measure H funding dedicated to Long Beach CoC or other State homeless funds to enhance the program.

III. Staffing Items / Responsibilities

1. Outreach Worker

The program provides (.05) FTE outreach workers who will cover the 52 miles of Long Beach, providing outreach and engagement to Veterans who are experiencing homelessness. This team works in collaboration with Supportive Services for Veterans and their Families, the Grant Per Diem (GPD) program in the community and CoC grant funded providers to assure strong Veteran

outreach. The outreach workers work Monday through Friday from 7 a.m. to 5:30 p.m. as part of an interdisciplinary team that includes the VA, community-based organizations, and the Long Beach Police and Fire Departments. The team will contact and provide engagement services to veterans. Duties to include:

- Identifying potential participants for program enrollment;
- Providing regular, ongoing engagement to develop rapport and to provide linkages to treatment such as substance abuse, health services, and mental health services as needed;
- Participation in an interdisciplinary team that includes the VA, community-based organizations, and the Long Beach Police and Fire Departments;
- Connecting at least twenty-five (25) veterans experiencing homelessness per year to the Veteran Specific Case Manager;
- Assisting the Case Manager as necessary;
- Assisting in the completion of necessary documentation for public benefits and other services as needed;
- Providing program necessities for veterans experiencing homelessness such as driver's license and birth certificate fees, hygiene products, socks, and underwear and other stabilization items such as household items, food, transportation, and clothing for job interviews;
- Assisting in securing permanent housing and supportive services; and
- Conducting outreach and/or education at community events, fairs, stand downs, etc.

2. Case Manager

The program provides (1) FTE case manager who provides Veterans with access to housing and services that include: assessment and linkage to stabilization services benefits coordination, linkage to health care services, housing placement, and housing retention. The case manager will participate in the VET Registry data base and Veteran Collaborative meetings and ongoing training to increase knowledge and capacity. This position will serve 50 Veterans during the program year and facilitate 20 permanent housing placements per year. Duties to include:

- Completing a comprehensive assessment for housing and supportive service needs;
- Completing an Individualized Housing and Service plan (IHSP);
- Participating in the VET Registry data base and Veteran Collaborative meetings and ongoing training to increase knowledge and capacity;
- Assisting participants with acquiring public benefits, housing resources, employment, mental health services, medical care and other necessary social services to ensure their stability in housing;
- Providing program necessities, as identified above, for homeless veterans engaged in services;
- Assisting participants in accessing short-term housing and securing

- permanent housing;
- Maintaining an active caseload of at least fifty (50) homeless veterans per year;
- Assisting participants for a minimum of six (6) months to a maximum of one (1) year after being placed in housing; and
- Conducting outreach and/or education at community events, fairs, stand downs, etc.

3. Homeless Impact Coordinator

The program will provide a (1.0) FTE Homeless Impacts Coordinator who oversees the local Veteran Registry, convenes a twice monthly leadership meeting and facilitates all Veteran services in a coordinated effort that includes the VA, the City of Long Beach and Veteran specific services providers. The position will also take the lead on providing ongoing certification updated to the Federal Partners who include: HUD, the VA and the United Interagency Council on Homelessness. The position coordinates services with community partners and the Veteran Administration's Homeless Services Department and provides liaison services with the Veterans Services Collaborative (a local planning group). Duties to include:

- Synchronizing Veteran homeless initiatives across multiple funding sources to identify, prioritize, and link resources for veterans, individuals, and families experiencing chronic homelessness;
- Participating in planning meetings for the Council of Governments Gateway Homeless Action Plan Leadership Team and Local Coordinating Alliance 4, Service Planning Area 8 Coordinated Entry System, and Long Beach Continuum of Care;
- Overseeing the local Veteran Registry, convene a twice monthly leadership meeting and facilitate all Veteran services in a coordinated effort that includes the VA, the City of Long Beach and Veteran specific services providers;
- Providing ongoing certification updates to Federal Partners including HUD, the VA and the United Interagency Council on Homelessness;
- Coordinating services with community partners and the Veteran Administration's Homeless Services Department and providing liaison services with the Veterans Services Collaborative (a local planning group);
- Participating in the Street Outreach Network meetings at the Multi-Service Center (MSC);
- Assisting in the planning and implementation of biennial Point in Time Count; and
- Providing public presentations on Veteran homeless initiatives highlighting accomplishments.

4. Resource Liaison

The program will provide a (.25) FTE Resource Liaison who collaborates with service providers and first responders to link Veterans who are homeless to

resources and support beyond Veteran services. This position also works closely with outreach and case management staff to support those activities for Veterans who are not VA Health Care eligible. Duties to include:

- Managing day-to-day coordination of program activities and participant linkages;
- Identifying gaps in services and organize local and community-based efforts to address these gaps;
- Facilitating the Discharge Planning Collaborative;
- Assisting the Multi-Service Center Coordinator in the planning and implementation of biennial Point in Time Count; and
- Coordinate with the City of Long Beach Police Department and City of Long Beach Fire Departments to facilitate client transfers to the Multiservice Center.

IV. Administrative Responsibilities

- Plan, coordinate, and monitor staff and service deliveries as described in this Statement of Work;
- Submit invoices and quarterly reports to the County within sixty (60) calendar days from the end of the service quarter; and
- Ensure quality control to ensure that funds are being expended in furtherance of program outcomes.

V. HVI Program Year One Performance Measures

1. Number of case managed program participants exiting to permanent housing – Fifty (50) Veterans
2. Percent of case managed program participants who increased their total income (from all sources) at the end of the contract term or at program exit – Twenty percent (20%)
3. Percent of actively case managed program participants who received one or more of the following as a result of services provided under this contract – Seventy percent (70%):
 - Mainstream noncash benefits
 - Employment assistance
 - Mental health services
 - Substance abuse services
 - Health Services
4. At the end of the contract term, City of Long Beach will also provide statistics for the following:
 - Total number of unduplicated Veterans contacted through outreach – Goal (65) Veterans
 - Total number of times Veterans were contacted through outreach

**PRICING SCHEDULE
CITY OF LONG BEACH HOMELESS VETERAN INITIATIVE**

The County shall provide \$329,324 for the term of this Contract. Amounts within the individual line items may be altered with written approval by County and without required an amendment to the Contract.

PERSONNEL	Budget
Homeless Impacts Coordinator	1.0 FTE \$71,270
Resource Liaison	.25 FTE 17,818
Veterans Specific Case Manager III	1.0 FTE 51,547
Veterans Specific Outreach Worker II	.50 FTE 30,624
Subtotal Salaries	\$171,259
Full Time Employee Benefits @ 62%	\$106,181
Total Salary and Employee Benefits	\$277,440
ITEMS/SERVICES, SUPPLIES, EQUIPMENT	
Travel/Mileage	\$3,500
Program Supplies and Furniture	\$1,000
Outreach Incentives	\$3,000
Technology Equipment	\$11,000
Total Items/Services, Supplies, Equipment	\$18,500
RELOCATION ASSISTANCE	
Utility Assistance	\$0
Total Relocation Assistance Costs	\$0
CITY OF LONG BEACH DEPARTMENT OF HEALTH AND HUMAN SERVICES ADMINISTRATIVE COSTS	
Administrative Costs	\$33,384
Total Administrative Costs	\$33,384
TOTAL BUDGET	\$329,324