



**30755**

**AMENDMENT NO. FOUR**  
**TO AGREEMENT NUMBER: AO-08-060**

**BY AND BETWEEN**

**COUNTY OF LOS ANGELES**

**AND**

**CITY OF LONG BEACH**

**FOR THE**

**HOMELESS VETERANS INITIATIVE**

# 30755

## AMENDMENT NO. FOUR

### BETWEEN

COUNTY OF LOS ANGELES

### AND

CITY OF LONG BEACH

### FOR

## THE HOMELESS VETERANS INITIATIVE

This **Amendment No. Four** ("Amendment") to Contract AO-08-060 ("Contract") is entered into this 27<sup>th</sup> day of July 2017, by and between the County of Los Angeles (hereafter "COUNTY") and **City of Long Beach**, (hereafter referred to as "CONTRACTOR" or "CONSULTANT"), to improve and enhance services for homeless veterans in Long Beach, CA Area.

**WHEREAS**, on July 21, 2008, the COUNTY entered into a three-year Contract with the CONTRACTOR for specialized services to improve and enhance services for homeless veterans in the Long Beach, CA area;

**WHEREAS**, Amendment One was executed on July 19, 2011, to extend the Contract term through July 31, 2014, and increase the Contract Sum by \$1.2 million, for a maximum Contract Sum of \$2.7 million;

**WHEREAS**, Amendment Two was executed on July 24, 2014, to extend the Contract term through July 31, 2016, and increase the Contract Sum by \$900,000, for a maximum Contract Sum of \$3.6 million;

**WHEREAS**, on July 19, 2016, the COUNTY Board of Supervisors approved a motion to execute Amendment Three to extend the term through July 31, 2017, increase the Contract Sum by \$450,000, and permit the use of up to \$135,000 in unspent funds from Year Eight for Year Nine;

**WHEREAS**, on June 20, 2017, the COUNTY Board of Supervisors approved a motion to extend the term through June 30, 2018, and increase the Contract Sum by \$500,000; and,

**WHEREAS**, COUNTY and CONTRACTOR mutually agree to modify the Contract consistent with the motion approved by the COUNTY Board of Supervisors to complete the work outlined in the Statement of Work for this Year Ten Extension for a maximum Contract Sum of up to \$4,550,000.

**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. This Amendment shall commence and be effective upon full execution.

**2. Section 4.0, Term of Contract, Subsection 4.1 is hereby amended as follows:**

"4.1 The term of this Contract shall commence on July 21, 2008, and shall expire on June 30, 2018, subject to County's right to terminate earlier for convenience, non-appropriation of funds, default of CONTRACTOR, substandard performance of CONTRACTOR non-responsibility of CONTRACTOR, improper consideration given/offered to County with respect to the award of this Contract, and breach of warranty to maintain compliance with County Child Support Compliance Program."

**3. Section 5.0, Contract Sum, Subsection 5.1 is hereby deleted in its entirety and replaced by:**

"5.1 The Maximum Contract Sum is Four million five hundred fifty thousand dollars (\$4,550,000). Annual allocations are as follows: Program Year 1-3 - \$500,000 per year; Program Years 4-6 - \$400,000 per year, and Program Years 7-9 - \$450,000 per year. Unspent funds from a Program Year may be carried over for use in the following Program Year. The maximum amount for Program Year 10 is \$500,000.

Payment to CONTRACTOR shall be made based upon invoice received, provided that CONTRACTOR is not in default under any provision of this Contract and has submitted a complete and accurate invoice of payment due with documentation and deliverables supporting the invoice of payment due, as instructed by the County's Contract Manager. CONTRACTOR'S fees shall include all applicable taxes, and any additional taxes that are not included remain the responsibility of the CONTRACTOR."

**4. EXHIBIT A3, Statement of Work is deleted in its entirety and replaced with EXHIBIT A4, Statement of Work, attached hereto.**

5. Except as otherwise noted, any and all remaining references to EXHIBIT A, A1, A2, and A3, Statement of Work, in the Contract, its Table of Contents, any Amendments and Exhibits shall now be references to EXHIBIT A4, Statement of Work.

**6. EXHIBIT B3, Pricing Schedule is deleted in its entirety and replaced with EXHIBIT B4, Pricing Schedule, attached hereto.**

7. Except as otherwise noted, any and all remaining references to EXHIBIT B, B1, and B3 Pricing Schedule, in the Contract, its Table of Contents, any Amendments and Exhibits shall now be references to EXHIBIT B4, Pricing Schedule.

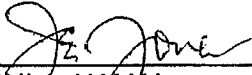
All other Contract terms remain in full force and effect.

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AGREEMENT FOR THE  
CITY OF LONG BEACH  
CONTRACT NUMBER: AO-08-060

IN WITNESS THEREOF, COUNTY has caused this Amendment No. 4, to Agreement No AO-08-060, to be executed by the Chief Executive Officer. CONTRACTOR has caused this Amendment No. 4 to be executed by its duly authorized representative.

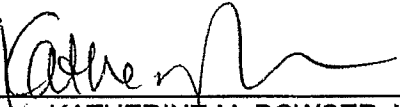
COUNTY OF LOS ANGELES

By   
SACHIA A. HAMAI  
Chief Executive Officer

Date 7-27-17

APPROVED AS TO FORM:  
BY COUNTY COUNSEL

MARY C. WICKHAM

By   
KATHERINE M. BOWSER 7-25-17  
Principal Deputy County Counsel

CITY OF LONG BEACH

By See attached  
PATRICK WEST  
City Manager

95-6000733  
Taxpayer Identification No.

AGREEMENT FOR THE  
CITY OF LONG BEACH  
CONTRACT NUMBER: AO-08-060

IN WITNESS THEREOF, COUNTY has caused this Amendment No. 4, to Agreement No AO-08-060, to be executed by the Chief Executive Officer. CONTRACTOR has caused this Amendment No. 4 to be executed by its duly authorized representative.

COUNTY OF LOS ANGELES

By See attached  
SACHI A. HAMAI  
Chief Executive Officer

Date \_\_\_\_\_

APPROVED AS TO FORM:  
BY COUNTY COUNSEL

MARY C. WICKHAM

By \_\_\_\_\_  
KATHERINE M. BOWSER  
Principal Deputy County Counsel

CITY OF LONG BEACH

APPROVED AS TO FORM  
7/25, 2017  
CHARLES PARKIN, City Attorney  
By [Signature]  
LINDA T. VU  
DEPUTY CITY ATTORNEY

By [Signature] EXECUTED PURSUANT  
TO SECTION 301 OF  
THE CITY CHARTER.  
PATRICK WEST  
City Manager  
Assistant City Manager Tom Modica  
95-6000733  
Taxpayer Identification No.

**STATEMENT OF WORK  
CITY OF LONG BEACH - HOMELESS VETERANS INITIATIVE**

For Phase I (Program Years 1-6) and Phase II (Program Years 7-9), refer to prior versions of Exhibit A/A1/A2/A3, Statement of Work.

Phase III (Program Year 10)

**I. City of Long Beach Scope of Work**

The City of Long Beach will utilize up to five hundred thousand dollars (\$500,000) for this 11-month extension. The City of Long Beach will employ four staff members who provide case management services, outreach services, mental health services and access to permanent housing opportunities for veterans experiencing homelessness in the Long Beach area.

**II. Program Requirements**

- Coordination of veteran services throughout the Long Beach area in partnership with the Long Beach VA Healthcare System, local Supportive Services for Veteran Families (SSVF) providers, Long Beach Continuum of Care veteran services providers and chronic homeless providers, and Housing Authority of the City of Long Beach;
- Assist participants to complete a comprehensive assessment on short-term and permanent housing and supportive service needs;
- Assist participants to complete 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;
- Assist participants in accessing short-term housing and securing permanent housing;
- Provide program necessities for participants engaged in services;
- Assist participants for a minimum of six (6) months to a maximum of one (1) year after being placed in housing.

**III. Staffing Items/Responsibilities**

*1. Outreach Worker (2)- Duties to include:*

- Identify potential participants for program enrollment;
- Provide regular, ongoing engagement to develop rapport and to provide linkages to treatment such as substance abuse, health services, and mental health services as needed;
- Be part of an interdisciplinary team that includes the Veterans Administration (VA), community based organizations, and the Long Beach Police and Fire Departments.

- Connect at least twenty-five (25) veterans experiencing homelessness per year to the Veteran Specific Case Manager;
- Assist the Case Manager as necessary;
- Assist in the completion of necessary documentation for public benefits and other services as needed;
- Assist in the completion of necessary documentation for public benefits and other services as needed;
- Provide 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;
- Assist in securing permanent housing and supportive services; and
- Conduct outreach and/or education at community events, fairs, stand downs, etc.

2. *Case Manager - Duties to include:*

- Complete a comprehensive assessment for housing and supportive service needs;
- Complete an Individualized Housing and Service Plan (IHSP);
- Participate in the VET Registry data base and Veteran Collaborative meetings and ongoing training to increase knowledge and capacity.
- 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 homeless veterans engaged in services;
- Assist participants to access to short-term housing and to secure permanent housing;
- Maintain an active caseload of at least fifty (50) homeless veterans per year;
- Assist participants for a minimum of six (6) months to a maximum of one (1) year after being placed in housing; and
- Conduct outreach and/or education at community events, fairs, stand downs, etc.

3. *Mental Health Coordinator – Duties to include:*

- Manage day-to-day coordination of program activities and participant linkages;
- Provide administrative and programmatic guidance for Initiative staff;
- Identify gaps in services and organize local and community based efforts to address these gaps;
- Lead efforts to improve participants' access to mental health and veteran services for the target population;
- Facilitate the Discharge Planning Collaborative;

- Participate in planning meetings for mental health coordination activities;
- Act as the City of Long Beach's official liaison to Department of Mental Health (DMH) and the Mental Health Services Act (MHSA) planning efforts;
- Assist the Multi-Service Center Coordinator in the planning and implementation of biennial Point in Time Count; and
- Apply for grants to secure future funding for sustainability of the program.

4. *Chronic Homeless Initiatives Coordinator - Duties to include:*

- Synchronize chronic homeless initiatives across multiple funding sources to identify, prioritize, and link resources for veterans, individuals and families experiencing chronic homelessness;
- Participate in planning meetings for the Council of Governments Gateway Homeless Action Plan Leadership Team and Local Coordinating Alliance 4, SPA 8 Coordinated Entry System, and Long Beach Continuum of Care;
- Oversee 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
- Provide ongoing certification updated to Federal Partners including HUD, the VA and the United Interagency Council on Homelessness.
- Coordinate 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).
- Facilitate the Street Outreach Network meetings at the Multi-Service Center (MSC);
- Coordinate, track, and monitor outreach efforts at encampments in program jurisdictions;
- Assist the MSC Coordinator in the planning and implementation of biennial Point in Time Count;
- Develop and generate reports on chronic homeless initiatives to respective funders; and
- Provide public presentations on chronic homeless initiatives highlighting accomplishments.

5. *Data Quality Specialist - Duties to Include:*

- Provide data entry support for both Homeless Management Information System (HMIS) and the VET Registry Coordinated Entry System;
- Compile and produce monthly reports for multiple sources; and  
Coordinate and track permanent rapid rehousing placements with the City, VA and community based organizations.

**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 goals.

**V. Performance Measures**

1. Number of actively case managed program participants exiting to permanent housing – Goal (20) Veterans.
2. Percent of actively case managed program participants who increased their total income (from all sources) at the end of the operational period or at program exit - Goal 20%.
3. Percent of actively case managed program participants who received one or more of the following - Goal 70%:
  - Mainstream noncash benefits
  - Employment assistance
  - Mental health services
  - Substance abuse services
  - Health services
4. Percent of program participants who stayed in permanent housing for 6 months or longer - Goal 80%.

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

**Maximum allocations for each Program Year are:**

Year 1: \$500,000  
 Year 2: \$500,000  
 Year 3: \$500,000  
 Year 4: \$400,000  
 Year 5: \$400,000  
 Year 6: \$400,000  
 Year 7: \$450,000  
 Year 8: \$450,000  
 Year 9: \$450,000  
 Year 10: \$500,000

Total Maximum Contract Sum: \$4,550,000

Any funds left over in a Program Year may be rolled over to the following Program Year.

For details regarding line items for Phase I (Program Years 1-6) and Phase II (Programs Years 7-9), refer to prior versions of Exhibit B/B1/B2/B3, Pricing Schedule.

Amounts within individual line items may be altered with written approval by County and without requiring an amendment to the Contract.

**CITY OF LONG BEACH HOMELESS VETERANS INITIATIVE – PROGRAM YEAR 10**

<b>PERSONNEL</b>	<b>2017-2018 Budget</b>
Homeless Impacts Coordinator .85 FTE	62,083
Mental Health Coordinator .25 FTE	17,990
Veterans Specific Case Manager III 1 FTE	50,535
Veterans Specific Outreach Worker II 2 FTE	103,560
Data Quality Specialist .13 FTE	9,000
<i>Subtotal Salaries</i>	243,168
Full Time Employee Benefits @ 62%	150,764
<b>Total Salary and Employee Benefits</b>	<b>393,932</b>
<b>ITEMS/SERVICES, SUPPLIES, EQUIPMENT</b>	
Meals	3,000
Hotel Nights	20,000
Welcome Home Kits	1,500
Outreach Worker Uniforms	1,100
Travel/Mileage	1,600

Office Supplies and Furniture	3,975
Outreach Incentives	4,000
Promotional Materials	2,600
Homeless Pocket Guides	3,000
Community Planning/Events	3,000
Technology Equipment	12,293
<b>Total Items/Services, Supplies, Equipment</b>	<b>37,395</b>
<b>RELOCATION ASSISTANCE</b>	
Utility Assistance	-
<b>Total Relocation Assistance Costs</b>	<b>-</b>
<b>DHHS ADMINISTRATIVE COSTS</b>	
Administrative Costs	50,000
<b>Total Administrative Costs</b>	<b>50,000</b>
<b>SUBCONTRACTORS</b>	
<b>Total Subcontractors</b>	<b>-</b>
<b>TOTAL BUDGET</b>	<b>500,000</b>