



30755
AMENDMENT NUMBER ONE
CONTRACT NUMBER AO-08-060

BY AND BETWEEN
COUNTY OF LOS ANGELES
AND
CITY OF LONG BEACH
FOR
HOMELESS VETERANS INITIATIVE

**AMENDMENT NUMBER ONE
TO CONTRACT AO-08-060**

BY AND BETWEEN

COUNTY OF LOS ANGELES

AND CITY OF LONG BEACH

FOR HOMELESS VETERANS INITIATIVE

This Amendment Number One (hereinafter referred to as "Amendment") to the Contract AO-08-060 for the Homeless Veterans Initiative (hereinafter referred to as "Contract") is entered into this 19th day of July, 2011 by and between the County of Los Angeles (hereinafter referred to as "County") and City of Long Beach (hereinafter referred to as "Contractor").

RECITALS

WHEREAS, on July 21, 2008, the County entered into a three-year Contract with Contractor for specialized services to improve and enhance services for homeless veterans in the Long Beach, CA area, for a maximum sum of \$1.5 million; and

WHEREAS, County and Contractor mutually agree to extend the term for three years, increase the Contract Sum by \$1.2 million from the Fourth Supervisorial District's Homeless Service funds for a maximum Contract amount of \$2.7 million, and modify the Contract to reflect the current understanding of the service delivery; and

WHEREAS, pursuant to **Section 8.0 Standard Terms and Conditions, Subsection 8.6 Compliance with Applicable Law** of the Contract and Los Angeles County Code section 2.206, County and Contractor wish to update and add required terms to the Contract; and

WHEREAS, due to staffing changes, County desires to update the County's Administration contacts for the Contract.

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 4.0, TERM OF CONTRACT, Subsection 4.1** is hereby deleted in its entirety and replaced by:

"4.1 The term of this Contract shall commence on July 21, 2008 and shall expire on July 31, 2014, 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's Child Support Compliance Program."

2. **Section 5.0, CONTRACT SUM, Subsection 5.1** is hereby deleted in its entirety and replaced by:

"5.1 The Maximum Contract Sum is **Two million seven hundred thousand dollars (\$2,700,000)** with a maximum annual reimbursement of the following: Year One: three hundred twenty-five thousand seven hundred seventy-seven dollars (\$325,777), Year Two: four hundred sixty-eight thousand eight hundred thirty dollars (\$468,830), and five hundred thousand dollars (\$500,000) through Years Three through Five, utilizing carryover funding. The maximum funding available for Year Six will be dependent on carry over balances, with a minimum of four hundred five thousand three hundred ninety-three dollars (\$405,393) and a maximum of five hundred thousand dollars (\$500,000). Any unspent, remaining balance from each year's allocation can be carried over to the remaining years, provided the annual contract sum does not exceed five hundred thousand dollars (\$500,000.00). Contractor acknowledges the unspent, remaining balance of monies in Year Six, may not allow for the maximum annual reimbursement amount of five hundred thousand dollars (\$500,000), and has agreed to fund or find additional funding to make up any differences.

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."

3. **Section 5.0, CONTRACT SUM, Subsection 5.5, Paragraph 5.5.5** is hereby deleted in its entirety and replaced by:

"5.5.5 Contractor shall submit its invoices, with documentation supporting the invoiced amounts, and the required deliverables. All invoices

under this Contract shall be submitted in two (2) copies to County Contract Manager at the following address:

County of Los Angeles
Chief Executive Office, Service Integration Branch
222 S. Hill Street, 5th Floor
Los Angeles, CA 90012"

4. **Exhibit A, Statement of Work of the Contract is hereby deleted in its entirety and replaced by Exhibit A-1, Statement of Work, attached hereto.**
5. **Exhibit B, Pricing Schedule of the Contract is hereby deleted in its entirety and replaced by Exhibit B-1, Pricing Schedule, attached hereto.**
6. **Exhibit C, Payment Schedule of the Contract is hereby deleted in its entirety and replaced by Exhibit C-1, Payment Schedule, attached hereto.**
7. **Exhibit E, County Administration of the Contract is hereby deleted in its entirety and replaced by Exhibit E-1, County Administration, attached hereto.**
8. **All references to Exhibit A, Statement of Work; Exhibit B, Pricing Schedule; Exhibit C, Payment Schedule; and Exhibit E, County Administration in the Agreement, its Table of Contents, its Attachments, its Change Orders, and any Amendments shall now be references to Exhibit A-1, Statement of Work; Exhibit B-1, Pricing Schedule; Exhibit C-1, Payment Schedule; and Exhibit E-1, County Administration, respectively.**
9. **Exhibit B-1, Pricing Schedule shall supercede Attachment 2, Pricing Schedule to Change Notice Number Two.**
10. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.24, Paragraph 8.24.1 is hereby deleted in its entirety and replaced by:**

"8.24.1 **Evidence of Insurance:** Certificate(s) or other evidence of coverage satisfactory to the County shall be delivered to County Contract Manager at:

County of Los Angeles,
Chief Executive Office, Service Integration Branch
222 S. Hill Street, 5th Floor
Los Angeles, CA 90012

prior to commencing services under this Contract. Such certificates or other evidence shall:

- Specifically identify this Contract;
- Clearly evidence all coverages required in this Contract;
- Contractor shall provide County with, or Contractor's insurance policies shall contain a provision that County shall receive, written notice of cancellation or any change in Required Insurance, including insurer, limits of coverage, term of coverage or policy period. The written notice shall be provided to County at least ten (10) days in advance of cancellation for non-payment of premium and thirty (30) days in advance for any other cancellation or policy change. Failure to provide written notice of cancellation or any change in Required Insurance may constitute a material breach of the Contract, in the sole discretion of the County, upon which the County may suspend or terminate this Contract;
- Include copies of the additional insured endorsement to the commercial general liability policy, adding the County of Los Angeles, its Special Districts, its officials, officers and employees as insureds for all activities arising from this Contract; and
- Contractor shall be permitted to self insure. Contractor shall identify any subcontractor self-insured retentions for the County's approval. The County retains the right to require the Contractor's subcontractors to reduce or eliminate such self-insured retentions as they apply to the County, or, require the Contractor's subcontractors to provide a bond guaranteeing payment of all such retained losses and related costs, including, but not limited to, expenses or fees, or both, related to investigations, claims administrations, and legal defense. Such bond shall be executed by a corporate surety licensed to transact business in the State of California."

11. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.24, Paragraph 8.24.3** is hereby deleted in its entirety and replaced by:

"8.24.3 **Failure to Maintain Coverage:** Contractor's failure to maintain or to provide acceptable evidence that it maintains the Required Insurance shall constitute a material breach of the Contract, upon which County immediately may withhold payments due to Contractor, and/or suspend or terminate this Contract. County, at its sole discretion, may obtain damages from Contractor resulting from said breach. Alternatively, the County may purchase the Required Insurance, and without further notice to Contractor, deduct the premium cost from sums due to Contractor or pursue Contractor reimbursement."

12. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.40, Paragraph 8.40.8** is hereby deleted in its entirety and replaced by:

"8.40.8 The Contractor shall obtain certificates of insurance, which establish that the Subcontractor maintains all the programs of insurance required by the County from each approved Subcontractor. Upon request, the Contractor shall ensure delivery of all such documents to County Contract Manager at:

County of Los Angeles
Chief Executive Office, Service Integration Branch
222 S. Hill Street, 5th Floor
Los Angeles, CA 90012

before any Subcontractor employee may perform any work hereunder."

13. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.40, Paragraph 8.40.8** is hereby deleted in its entirety and replaced by:

"8.51.3 Contractor shall immediately report the loss, destruction, or theft of assets purchased, leased or otherwise acquired with funds from this Contractor acquired by Contractor under any predecessor agreement for the same purpose to County upon notice that such event has occurred. Contractor shall promptly investigate and fully document the loss, destruction, or theft of such property. Such documentation shall be provided to County within five (5) days following such loss, destruction, or theft and should be mailed to the attention of the County Contract Manager."

14. **Section 8.0, STANDARD TERMS AND CONDITIONS**, is hereby amended to add the following Subsections:

"8.52 Contractor's Warranty of Compliance with County's Defaulted Property Tax Reduction Program

8.52.1 Contractor acknowledges that County has established a goal of ensuring that all individuals and businesses that benefit financially from County through contract are currently in paying their property tax obligations (secured and unsecured roll) in order to mitigate the economic burden otherwise imposed upon County and its taxpayers.

8.52.2 Unless Contractor qualifies for an exemption or exclusion, Contractor warrants and certifies that to the best of its knowledge it is now in compliance, and during the term of this contract will maintain compliance, with Los Angeles County Code Chapter 2.206.

8.53 Termination for Breach of Warranty to Maintain Compliance with County's Defaulted Property Tax Reduction Program: Failure of Contractor to maintain compliance with the requirements set forth in Subsection 8.52. CONTRACTOR'S WARRANTY OF COMPLIANCE WITH COUNTY'S DEFAULTED PROPERTY TAX REDUCTION PROGRAM shall constitute default under this contract. Without limiting the rights and remedies available to County under any other provision of the contract, failure of Contractor to cure such default within 10 days of notice shall be grounds upon which County may terminate this contract and/or pursue debarment of Contractor, pursuant to County Code Chapter 2.206."

- 15. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.52 Contractor's Warranty of Compliance with County's Defaulted Property Tax Reduction Program** is hereby added to the **Table of Contents**.
- 16. **Section 8.0, STANDARD TERMS AND CONDITIONS, Subsection 8.53 Termination for Breach of Warranty to Maintain Compliance with County's Defaulted Property Tax Reduction Program** is hereby added to the **Table of Contents**.

All other terms and conditions of the Contract remain in full force and effect.

\\
\\
\\
\\
\\
\\
\\
\\
\\
\\
\\
\\
\\
\\
\\

STATEMENT OF WORK
HOMELESS VETERANS INITIATIVE
CITY OF LONG BEACH

I. Background

The City of Long Beach Homeless Veterans Initiative (Initiative) consists of four components, under the administration of the City of Long Beach - Department of Health and Human Services (City of Long Beach), and three program subcontractors, who will develop, implement and deliver services to veterans as detailed in this Statement of Work. The subcontracts are with the United States Veterans Initiative (U.S. Vets), the Single Parents United N Kids (SPUNK), and the Mental Health America of Los Angeles (MHALA).

II. City of Long Beach Scope of Work

The City of Long Beach will utilize three hundred fifty thousand dollars (\$350,000) to hire and provide three additional staff members and implement program services that specifically target case management services, outreach services, and mental health services for homeless veterans in the Long Beach area.

Program Staffing Requirements

One Full Time Employee (FTE) Veterans Specific Case Manager (Case Manager) will manage an active case load of fifty (50) homeless veterans per year and will work with the veterans to move them from the streets into permanent housing. The veteran's status will be verified with the Veteran's Administration (VA) by the Case Manager before services are provided. The City of Long Beach, through the work of the Case Manager, will place at least 75% of these veterans into housing and will provide wrap around services to ensure stabilization. Each client will be assisted for a minimum of six (6) months to a maximum of one (1) year after being placed in housing. The Case Manager will assist clients with gaining access to: public benefits acquisition, housing resources, employment, mental health services, medical care and other necessary social services to ensure their stability in housing. The Case Manager will work with the Veterans Specific Outreach Worker (Outreach Worker) to provide program necessities for homeless veterans engaged in services. The necessities to be acquired are designed to meet the needs of homeless veterans, and will include items such as driver's license and birth certificate fees, meal vouchers, hygiene kits, socks, and underwear. For newly housed veterans, program necessities will be purchased to assist with stabilization efforts, such as the purchase of household items, transportation, and clothing for job interviews.

One FTE Outreach Worker will serve as the initial point of contact on the streets and will connect with at least two hundred fifty (250) unduplicated homeless persons per year, of which at least 60% will be veterans. The Outreach Worker will focus services to known

and new veterans living on the streets. The Outreach Worker will conduct outreach on a daily basis and/or assist clients with treatment on demand such as substance abuse, health services, and mental health services as needed. Further, they will also assist with completing necessary documentation for public benefits if the client requests or needs such assistance. The Outreach Worker will develop rapport and assist the homeless by offering services that are intended to provide housing and support services to the client. The Outreach Worker will link with the Case Manager to ensure the veteran receives all services he or she is eligible for and willing to accept. The Outreach Worker will work with the Case Manager to provide program necessities for homeless veterans engaged in services. The necessities to be acquired are designed to meet the needs of homeless veterans, and will include items such as driver's license and birth certificate fees, meal vouchers, hygiene kits, socks, and underwear. For newly housed veterans, program necessities will be purchased to assist with stabilization efforts, such as the purchase of household items, transportation, and clothing for job interviews.

One FTE Mental Health Coordinator will be responsible for writing and acquiring grants aimed at securing future funding for sustainability of the project, educating the community by developing at least two new educational pamphlets that detail the services available to veterans and address the stigma of utilizing mental health services; coordinating and participating in at least three (3) Mental Health Services Act (MHSA) planning activities through the County of Los Angeles Department of Mental Health (DMH); and developing resource and referral information regarding additional mental health programs and services available for homeless and non-homeless Long Beach residents. The Mental Health Coordinator will lead a variety of projects designed to provide better access to mental health services for veterans and referring agencies, studying the gaps in services and organizing a task force or citywide master plan that would begin to address the critical gap in mental health services. The Mental Health Coordinator will also be the City of Long Beach's official liaison to DMH and the MHSA planning efforts.

Shelter Housing Needs

Hotel/motel vouchers and meals will be available to provide to homeless veterans as an incentive to engage them in services with the Outreach Worker and Case Manager. The vouchers will also ensure the veteran will have immediate housing while he or she is being assisted in obtaining permanent housing, as shelter space is limited in Long Beach.

Administrative Responsibilities

City of Long Beach administrative responsibilities include:

- 1) Planning, coordinating, and monitoring sub-contract programs, City staff, and service deliveries as described in this Statement of Work;

- 2) Hiring three (3) additional City of Long Beach staff referenced in this Section II, Program Staffing Requirements;
- 3) Ensuring that a temporary/emergency shelter and permanent housing placement is made within thirty (30) days following a vacancy;
- 4) Meeting with County Project Manager on a quarterly basis to discuss programmatic issues and on general procedural issues as needed;
- 5) Submitting invoices and written quarterly reports (Exhibit R) to County Project Manager within sixty (60) calendar days from the end of the service quarter on the status of the Initiative including but not limited to, performance outcome measures;
- 6) Ensuring quality control over the subcontracts and documenting that funds are being expended in furtherance of Initiative goals; and,
- 7) Documenting performance outcomes associated with the subcontracts.

III. Sub-Contractors Scopes of Work

United States Veterans Initiative (U.S. Vets)

Background

According to Los Angeles County commanders of local area bases, 30-40% of the newly returning veterans are unemployed and do not know the steps for re-engaging in society, post deployment.

Young veterans and/or reservists are reluctant to admit to having emotional challenges during their tour of duty because it might interfere with their top priority, which is to return home. Likewise, they are reluctant to request information on medical benefits, employment assistance or educational benefits.

Program Staffing Requirements

U.S. Vets will provide an Outreach Worker/Specialist and a Clerk/Case Manager to conduct focused outreach and service enrollment to newly returning veterans from the Iraq war. The U.S. Vets Outreach Worker will conduct at least twenty (20) outreach sessions over the course of one (1) year to local military reserve bases in Los Angeles County, to educate veterans about services available through U.S. Vets. The outreach session consists of a presentation, distribution of program brochures, and referrals to services. Through the outreach sessions, the Outreach Worker will come into contact with at least two hundred fifty (250) unduplicated homeless veterans. The veterans will be provided with referrals to services such as substance abuse, health services and mental health services. Further, the U.S. Vets Outreach Worker will assist the veterans with completing necessary documentation for public benefits if the client requests or needs such assistance. Starting with the Los Alamitos base, U.S. Vets will outreach to the units that have recently returned. The visits will start within 12 months after the reservists' initial return to the base when the reservists are required to attend their first weekend drill as this is often the point at which trauma is realized. Once the outreach teams have established a successful biweekly outreach schedule, outreach will continue to other reserve units around Los Angeles County. U.S. Vets will conduct additional outreach to at least two Army and two Marine bases ninety (90) days after the

reservists' initial return to the base. More military bases will be added to the schedule once permission is granted.

The U.S. Vets Outreach Worker will refer newly returning veterans to the Villages at Cabrillo for emergency, transitional and permanent supportive housing and support services for homeless veterans. U.S. Vets will also refer veterans to the Veterans Administration (VA) for medical and rehabilitative services.

The U.S. Vets Clerk/Case Manager will assist veterans referred by the U.S. Vets Outreach Worker, with obtaining appropriate supportive services. The U.S. Vets Clerk/Case Manager will refer veterans to the Villages at Cabrillo for supportive services such as employment assistance, medical services and benefits advocacy. The U.S. Vets Clerk/Case Manager will also assist veterans in completing necessary forms for enrolling in supportive services if the client requests or needs such services.

U.S. Vets will provide the following services, as in-kind, to help reintegrate homeless veterans, and/or those at risk of becoming homeless back into society: transitional housing, meals, medical and mental health support, and employment assistance.

Single Parents United N Kids (SPUNK)

SPUNK will provide a Program Coordinator to assist homeless and disabled veterans with eliminating their child support debt owed to the County. Funding is also allocated for office equipment (telephone, facsimile machine, and internet access).

This program will only be offered to homeless and disabled veterans that owe recoupment funds to the County welfare system for public social services benefits provided, not to the custodial parent. SPUNK staff will not advocate for the veteran or take a position that is contrary to the County Child Support Services Department. The program will be available at the Villages at Cabrillo and will provide services on an appointment only basis.

SPUNK's Program Coordinator will assist at least 30 homeless and disabled veterans per year with the following program services:

Assist SSI-eligible veterans to:

- 1) Close a child support case;
- 2) Reinstate a suspended driver's license;
- 3) Clear a negative credit history; and
- 4) Obtain a refund on any welfare monies paid after the date of disability.

Assist veterans with reducing child support payments to:

- 1) Initiate a case audit to determine the correct child support amount owed;
- 2) Process paperwork with the child support office; and
- 3) Monitor the actions of the child support office and the veteran to ensure that documents are submitted correctly and payments are made in a timely manner.

Assist veterans with child support cases involving more than one county or state to:

- 1) Coordinate with child support office to obtain all county and state information, when multiple jurisdictions are involved;
- 2) Initiate a case audit to determine the correct amount owed;
- 3) Work with the child support office to determine if a compromise or reduction can be completed; and
- 4) Process appropriate paperwork for negotiating the compromise or reduction for the other county or state.

Assist veterans with Social Security Disability benefits to:

- 1) Ensure that veterans receive Social Security credit for the monthly benefits being paid to the custodial parent on behalf of the child; and
- 2) Ensure that veterans receive Social Security credit for any retroactive monies paid to the custodial parent on behalf of the child, through the audit process.

Assist veterans with multiple cases to:

- 1) Initiate audit procedures to determine correct amounts owed; and
- 2) Assist veterans with completing appropriate paperwork to negotiate a payment amount that is reasonable for the veteran to realistically pay.

Assist veterans with the notification of child support action to:

- 1) Review the legal process for serving child support notifications;
- 2) Request/obtain a copy of the court order and proof that the veteran was served with the notice of child support action from the child support office;
- 3) Initiate a referral to the Family Law Facilitator's Office for preparation of the appropriate paper work file; and
- 4) File the paperwork with the court and accompany veteran to court if necessary.

Assist veterans with establishing a payment plan for child support to:

- 1) Obtain a copy of the court order;
- 2) Obtain a referral to the Family Law Facilitator's Office to compile a request with the court; and
- 3) File the request with the court and accompany veteran to court if necessary.

Assist veterans with responding to original child support documents to:

- 1) Complete the child support documents;
- 2) Submit the child support documents to the court for filing; and
- 3) Mail copies of the child support documents to the child support office and to the veteran.

Mental Health America of Los Angeles (MHALA)

MHALA will provide a Nurse Practitioner to conduct mental health clinical assessments aimed at identifying mental health issues to seventy-five (75) to one-hundred (100)

homeless veterans identified by the Long Beach Continuum of Care system providers (the Long Beach Continuum of Care System is comprised of all Department of Housing and Urban Development funded agencies and some non-funded agencies participating in a citywide effort to coordinate homeless service planning and service system) and the Outreach Worker and/or Case Manager as having serious mental health needs in the City of Long Beach.

Services will be provided through MHALA's Homeless Assistance Program (HAP), which is the only service specifically for homeless people with mental illness in the City of Long Beach. HAP has a long history of partnership with the City of Long Beach and currently collaborates on outreach services and housing placement with the City of Long Beach and the Multi-Service Center.

HAP will provide clinical assessment services to homeless veterans who are referred by the Mental Health Coordinator, Case Manager or Outreach Worker as exhibiting mental health issues. HAP's licensed nurse practitioner will provide psychiatric assessment and consultation, including medication consultation, to clients. The nurse practitioner will coordinate and consult with other HAP clinical and case management staff on referrals and other service/support needs, including the Case Manager and the VA for long-term assistance, if needed.

IV. Operational Expenses

City of Long Beach and its subcontractors will provide all items necessary for implementing the Initiative, such as the use of office space, equipment, supplies, and materials. As full and complete compensation for those operational costs, County will compensate the City of Long Beach the maximum amount specified in Exhibit B-1 Pricing Schedule. Any operational costs over and above that amount are the responsibility of City of Long Beach and its subcontractors.

V. Performance Measures

Operational Measures

- 1) Number/Percent of homeless veterans served through case management
- 2) Number/Percent of homeless veterans contacts made through outreach
- 3) Number/Percent of mental health educational pamphlets developed
- 4) Number/Percent of mental health services activities conducted
- 5) Number/Percent of outreach sessions conducted by US Vets
- 6) Number/Percent of homeless veterans contacted through outreach sessions by US Vets
- 7) Number/Percent of outreach sessions conducted within 12 months of veterans' return from tour of duty
- 8) Number/Percent of mental health assessments provided to homeless veterans by MHALA

Performance Indicators

- 1) Number/Percent of hotel vouchers provided to homeless veterans
- 2) Number/Percent of meals provided to homeless veterans
- 3) Number/Percent of homeless veterans whose child support payment was eliminated or reduced by SPUNK
- 4) Number/Percent of homeless veterans placed into housing
- 5) Number/Percent of homeless veterans who received:
 - public benefits
 - housing resources
 - employment
 - mental health services
 - medical care
 - or other social services to ensure their stability in housing
- 6) Number/Percent of homeless veterans who received the following treatment on demand:
 - substance abuse
 - health services
 - mental health services

PRICING SCHEDULE

CITY OF LONG BEACH HOMELESS VETERANS INITIATIVE

Years 1-3 Estimated Budget	City of Long Beach	US Vets (subcontract)	SPUNK (subcontract)	MHALA (subcontract)
Personnel	\$739,047	\$241,044	\$45,000	\$75,000
Services & Equipment	\$160,953	\$58,956	\$30,000	
Administrative Cost	\$150,000			
Budget By Agency	\$1,050,000	\$300,000	\$75,000	\$75,000
TOTAL YEARS 1-3 BUDGET	\$1,500,000			
	Year One	Year Two		Years One and Two
Actual Expenditures	\$325,777	\$468,830	Carry Over Amount	\$205,393
Year Three Actual Expenditures through March 31, 2011	\$265,594	Remaining Amount Available for Year Three		\$234,406
Years 4-6 Estimated Budget	City of Long Beach	US Vets (subcontract)	SPUNK (subcontract)	MHALA (subcontract)
Personnel	\$826,161	\$178,221	\$98,592	\$100,200
Services & Equipment	\$94,839	\$36,279	\$15,708	--
Administrative Cost	\$129,000	\$10,500	\$5,700	\$4,800
Budget By Agency	\$1,050,000	\$225,000	\$120,000	\$105,000
TOTAL YEARS 4-6 BUDGET	<p style="text-align: center;">\$1,200,000 + \$205,393 carryover from Years One and Two + carryover from Years Three - Five.</p> <p>Funding is sufficient for \$500,000 per year for Years Four and Five. The maximum funding available for Year Six will be dependent on carry over balances, with a minimum of four hundred five thousand three hundred ninety-three dollars (\$405,393) and a maximum of five hundred thousand dollars (\$500,000). Contractor acknowledges the unspent, remaining balance of monies in Year Six, may not allow for the maximum annual reimbursement amount of five hundred thousand dollars (\$500,000), and has agreed to fund or find additional funding to make up any differences.</p>			

Estimated Program Budget ^{1, 2}			
<u>City of Long Beach</u>			
Cost Element	Yr 1	Yr 2 - 3 (each)	Yr 4-6 (each)
PERSONNEL			
Veteran Specific Case Manager III - 1.0 FTE	48,000	42,264	46,261.00
Mental Health Coordinator - 1.0 FTE	72,233	77,106	78,332.00
Veteran Specific Outreach Worker II - 1.0 FTE	44,000	39,657	46,261.00
Benefits (Yr 1 50%, Yr 4 - 61.18%)	82,116	90,775	104,533.00
SUBTOTAL PERSONNEL	246,349	249,802	275,387.00
SERVICES, EQUIPMENT AND SUPPLIES			
Hotel Nights	9,000	14,000	15,750.00
Meals	945	1,360	1,500.00
Equipment	11,100	12,452	9,000.00
Travel/Mileage	2,500	2,500	800.00
Copying/Supplies	8,500	4,500	300.00
Community Planning/Events	18,406	12,000	863.00
Program Necessities	3,200	3,386	3,400.00
SUBTOTAL SERVICES, EQUIPMENT AND SUPPLIES	53,651	50,198	31,613.00
ADMINISTRATIVE COSTS			
Administrative Costs	50,000	50,000	43,000.00
SUBTOTAL ADMINISTRATIVE COSTS	50,000	50,000	43,000.00
City of Long Beach TOTAL	350,000	350,000	350,000.00
<u>United States Veterans Initiative (U.S. Vets) Subcontract</u>			
Cost Element	Yr 1	Yr 2 - 3 (each)	Yr 4-6 (each)
PERSONNEL			
Outreach Worker/Specialist - 1.0 FTE	40,000	40,000	34,000.00

EXHIBIT B-1

Clerk 0.75 FTE/Case Manager (0.25 FTE)	25,235	25,235	15,000.00
Benefits (Yr 1 - 26.46%, Yr 2 – 31.96%)	17,258	17,258	10,407.00
SUBTOTAL PERSONNEL	82,493	82,493	59,407.00
SERVICES, EQUIPMENT AND SUPPLIES			
Travel/Mileage	1,755	4,000	2,093.00
Equipment	4,148	1,000	2,000.00
Supplies	3,000	3,203	2,000.00
Insurance	1,063	1,063	1,000.00
Phone/Internet	3,941	3,400	2,000.00
Incentives	3,600	4,841	3,000.00
SUBTOTAL SERVICES, EQUIPMENT AND SUPPLIES	17,507	17,507	12,093.00
ADMINISTRATIVE COSTS			
Administrative Costs	0	0	3,500.00
SUBTOTAL ADMINISTRATIVE COSTS	0	0	3,500.00
U.S. VETS TOTAL	100,000	100,000	75,000.00
<u>Single Parents United N Kids (SPUNK) Subcontract</u>			
Cost Element	Yr 1	Yr 2 – 3 (each)	Yr 4-6 (each)
PERSONNEL			
Program Coordinator -2 FTE - 0.40 FTE	15,000	20,625	32,864.00
SUBTOTAL PERSONNEL	15,000	20,625	32,864.00
SERVICES, EQUIPMENT AND SUPPLIES			
Services, Equipment and Supplies	10,000	4,375	5,236.00
SUBTOTAL SERVICES, EQUIPMENT AND SUPPLIES	10,000	4,375	5,236.00
ADMINISTRATIVE COSTS			
Administrative Costs	0	0	1,900.00
SUBTOTAL ADMINISTRATIVE COSTS	0	0	1,900.00
SPUNK TOTAL	25,000	25,000	40,000.00

<u>Mental Health America of Los Angeles (MHALA) Subcontract</u>			
Cost Element	Yr 1	Yr 2 – 3 (each)	Yr 4-6 (each)
PERSONNEL			
Nurse Practitioner 0.20 - 0.23 FTE	20,000	20,000	27,027.00
Benefits (Yr 1 - 25%, Yr 4 - 23.58%)	5,000	5,000	6,373.00
SUBTOTAL PERSONNEL	25,000	25,000	33,400.00
SERVICES, EQUIPMENT AND SUPPLIES			
Mileage	0	0	0.00
SUBTOTAL SERVICES, EQUIPMENT AND SUPPLIES	0	0	0.00
ADMINISTRATIVE COSTS			
Administrative Costs	0	0	1,600.00
SUBTOTAL ADMINISTRATIVE COSTS	0	0	1,600.00
MHALA TOTAL	25,000	25,000	35,000.00
TOTAL	500,000	500,000	500,000

¹See Section 5.0 Contract Sum

²Yrs 4-6 Contractor can move funding within line items with e-mail approval, so long as category totals remain the same.

PAYMENT SCHEDULE

City of Long Beach – Homeless Veterans Initiative Contract Period

The Maximum Contract Sum is two million seven hundred thousand dollars (\$2,700,000) over the term of the contract. Payment to Contractor shall be made in arrears on a quarterly basis, not to exceed three hundred twenty-five thousand seven hundred seventy-seven dollars (\$325,777) in Year One, four hundred sixty-eight thousand eight hundred thirty dollars (\$468,830) in Year Two, and no more than five hundred thousand dollars (\$500,000) per year in Years Three through Five, utilizing carryover funding. The maximum funding available for Year Six will be dependent on carry over balances, with a minimum of four hundred five thousand three hundred ninety-three dollars (\$405,393) and a maximum of five hundred thousand dollars (\$500,000). Contractor acknowledges the unspent, remaining balance of monies in Year Six, may not allow for the maximum annual reimbursement amount of five hundred thousand dollars (\$500,000), and has agreed to fund or find additional funding to make up any differences. Any unspent portions may be carried over, provided the annual contract sum does not exceed five hundred thousand dollars (\$500,000). Contractor shall submit to the County Contract Manager, within sixty (60) calendar days from the end of the service quarter, its invoice (Exhibit S), with documentation supporting the invoiced amounts, the required hours worked, and the deliverables completed, as instructed by the County's Contract Manager.

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 attached supporting the invoice of payment due. Contractor's fees shall include all applicable taxes, and any additional taxes that are not included remain the responsibility of the Contractor.

COUNTY'S ADMINISTRATION

CONTRACT NAME: CITY OF LONG BEACH - HOMELESS VETERANS INITIATIVE

COUNTY PROJECT DIRECTOR:

Name: Elizabeth Boyce
Title: Chief Program Specialist
Address: 222 S. Hill Street, 5th Floor, Los Angeles, CA 90012
Telephone: (213) 974-4673
Facsimile: (213) 620-7131
E-Mail: eboyce@ceo.lacounty.gov

COUNTY PROJECT MANAGER:

Name: Michael Castillo
Title: Program Specialist III
Address: 222 S. Hill Street, 5th Floor, Los Angeles, CA 90012
Telephone: (213) 974-4652
Facsimile: (213) 620-7131
E-Mail: mcastillo@ceo.lacounty.gov

COUNTY CONTRACT MANAGER:

Name: Michael Castillo
Title: Program Specialist III
Address: 222 S. Hill Street, 5th Floor, Los Angeles, CA 90012
Telephone: (213) 974-4652
Facsimile: (213) 620-7131
E-Mail: mcastillo@ceo.lacounty.gov