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

SECOND AMENDMENT TO SUBCONTRACT NO. 35124 3 5 1 2 4

THIS SECOND AMENDMENT TO SUBCONTRACT NO. 35124 is made and entered, in duplicate, as of September 21, 2021 for reference purposes only, pursuant to a minute order adopted by the City Council of the City of Long Beach at its meeting on October 9, 2018, by and between INTERVAL HOUSE, a California nonprofit corporation ("Organization"), whose address is 6615 E. Pacific Coast Hwy., Suite 170, Long Beach, California 90803, and the CITY OF LONG BEACH, a municipal corporation (the "City").

WHEREAS, as part of the Measure H Homeless Program, City and Organization entered into Subcontract No. 35124 whereby Organization agreed to provide homelessness prevention assistance to eligible residents of the City; and

WHEREAS, City and Organization entered into a First Amendment to extend the Subcontract one (1) additional one-year period and increase the total disbursements; and

WHEREAS, City and Organization desire to correct the contract amount to the intended contract amount, which shall not exceed Seven Hundred Eighty Thousand Dollars (\$780,000) over the term of the Subcontract;

NOW, THEREFORE, in consideration of the terms and conditions contained herein, the parties agree as follows:

- 1. Section 3A. of Subcontract No. 35124 is hereby amended to read as follows:
 - "A. Total disbursements made to Organization under this Contract by the City shall not exceed Seven Hundred Eighty Thousand Dollars (\$780,000) over the term of this Subcontract. Upon execution of this Subcontract, the City shall disburse funds payable hereunder in due course of payments following receipt from Organization of billing statements in a form approved by the City showing expenditures and costs identified in Attachment "B"."
 - 2. Attachment "B" to Subcontract No. 35124 is hereby amended and

replaced with Attachment "B-1", attached hereto and incorporated herein.

3. Except as expressly amended herein, all terms and conditions in Subcontract No. 35124 are ratified and confirmed and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have signed this document with all the formalities required by law as of the date first stated above.

<u>Cérober</u> 7 , 2021	INTERVAL HOUSE, a California nonprofit corporation By Call Williams Name (1910) Williams Title Explicitly Director
, 2021	By Name Title
	"Organization"
	CITY OF LONG BEACH, a municipal corporation
<u>October 29</u> , 2021	By Sinda J. Za Kum EmoliCity Manager To EECHON 301 Ch
	"City" THE CITY CHARTER

This Second Amendment to Subcontract No. 35124 is approved as to form the 27, 2021.

By Deputy



CITY OF LONG BEACH

Measure H FY 2018 12/1/18-6/30/19

Program Budget for Interval House Project Name: Homelessness Prevention Contract # PENDING

BUDGET ITEM	ALLOCATION	BUDGETED SERVICE ACTIVITIES		
RENTAL ASSISTANCE				
1. Rental Assistance	\$ 74,200	An estimated 53 households		
2. Rental Arrears	\$ 149,800	An estimated 53 households		
TOTAL RENTAL ASSISTANCE (RENTAL ASSISTANCE)	\$ 224,000			
Homelessness Prevention - Housing Relocation and Stabilization Services (Services Personnel)				
1. Program Director	\$ 8,126	Oversees all homelessness prevention services including staff, financial assistance, housing partners, program supplies, community resources, and other duties to operate rental assistance programs effectively. Provides direct client services.		
2. Housing Advocate		Responsible for providing targeted housing and supportive service activities to help program participants regain stability in housing to prevent homelessness. Will meet with program participants to update goals, monitor progress, and ensure long-term housing stability. Duties include: conducting initial evaluation and detailed intake assessment; individualized goal setting with clients; financial counseling and credit repair, and assisting clients in securing basic resources and mainstream benefits; coordinating referrals; and monitoring and supporting client progress.		
TOTAL HRSS (SERVICES PERSONNEL COSTS)	\$ 35,259	Total HRSS (Financial Assistance Costs) for Reimbursement		
Total Indirect	\$ 20,741	8% of total Indirect Cost (8% of Rental Assistance, Financial Assistance, and Services – Personnel)		
TOTAL CITY OF LONG BEACH CONTRACT	\$ 280,000	Total		

Measure H Budget FY 18



CITY OF LONG BEACH

Measure H FY 2019 7/1/19-6/30/20

Program Budget for Interval House Project Name: Homelessness Prevention Contract # 35124

BUDGET ITEM	ALLOCATION	BUDGETED SERVICE ACTIVITIES		
RENTAL ASSISTANCE				
1. Rental Assistance	\$ 137,200	An estimated 98 households		
2. Rental Arrears	\$ 262,800	An estimated 98 households		
TOTAL RENTAL ASSISTANCE (RENTAL ASSISTANCE)	\$ 400,000			
Homelessness Prevention - Housing Relocation and Stabilization Services (Services Personnel)				
1. Program Director		Oversees all homelessness prevention services including staff, financial assistance, housing partners, program supplies, community resources, and other duties to operate rental assistance programs effectively. Provides direct client services.		
2. Housing Advocate	\$ 43,365	Responsible for providing targeted housing and supportive service activities to help program participants regain stability in housing to prevent homelessness. Will meet with program participants to update goals, monitor progress, and ensure long-term housing stability. Duties include: conducting initial evaluation and detailed intake assessment; individualized goal setting with clients; financial counseling and credit repair, and assisting clients in securing basic resources and mainstream benefits; coordinating referrals; and monitoring and supporting client progress.		
TOTAL HRSS (SERVICES PERSONNEL COSTS)	\$ 62,963	Total HRSS (Financial Assistance Costs) for Reimbursement		
Total Indirect	\$ 37,037	8% of total Indirect Cost (8% of Rental Assistance, Financial Assistance, and Services – Personnel)		
TOTAL CITY OF LONG BEACH CONTRACT	\$ 500,000	Total		

Measure H Budget FY 19





INTERVAL HOUSE RESOLUTION OF THE GOVERNING BOARD

WHEREAS:

Interval House, a non-profit corporation, is eligible and to apply for grants or funding from federal, state, county, city or private entities during the 2021-2022 fiscal year;

RESOLVED THAT:

AYES:

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- 1. The Board of Directors of Interval House hereby authorizes Carol Anne Williams, Executive Director, to apply for any grants or funding applications in accordance with the program statute, regulations and all requirements.
- 2. If the grant or funding application is approved, the Board of Directors authorizes Carol Anne Williams, Executive Director, to sign contracts and amendments, modifications, and extensions with the funding agency on behalf of Interval House's Board of Directors.
- 3. If the grant or funding application is approved, the Board of Directors of Interval House hereby authorizes the use of funds for eligible activities in the manner presented in the application as approved, payment requests and other documents in accordance with the program statute and the contracts.

PASSED AND ADOPTED at a regular Board of Directors meeting of Interval House this fourteenth (14th) day of May 2021 by the following vote:

ABSTENTIONS:

NOES: 0	ABSENT:	0
Donun Melody	5/14/2021	
Donna Melody, President of the Board	Date	