



30755

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

BY AND BETWEEN

COUNTY OF LOS ANGELES

AND

CITY OF LONG BEACH

FOR THE

HOMELESS VETERANS INITIATIVE

AMENDMENT NO. THREE
BETWEEN
COUNTY OF LOS ANGELES
AND
CITY OF LONG BEACH
FOR
THE HOMELESS VETERANS INITIATIVE

This Amendment No. Three ("Amendment") to Contract AO-08-060 ("Contract") is entered into this 28 day of July 2016, 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; and

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; and

WHEREAS, on July 19, 2016, the COUNTY Board of Supervisors approved a motion 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; and

WHEREAS, COUNTY and CONTRACTOR mutually agree to modify the Contract consistent with the motion approved by the COUNTY Board of Supervisors on July 19, 2016, in order to continue the work outlined in the Statement of Work for Years Seven and Eight in this Year Nine Extension for a maximum Contract Sum of \$4,050,000.

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 **July 31, 2017**, 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 fifty thousand dollars (\$4,050,000). 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 9 is \$585,000; that amount is based upon the annual allocation of \$450,000 plus up to \$135,000 in carryover funds from Program Year 8.

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 A2, Statement of Work is deleted in its entirety and replaced with EXHIBIT A3, Statement of Work, attached hereto.**
5. Except as otherwise noted, any and all remaining references to EXHIBIT A, Statement of Work, A1, Statement of Work, and EXHIBIT A2, in the Contract, its Table of Contents, any Amendments and Exhibits shall now be references to EXHIBIT A3, Statement of Work.
6. **EXHIBIT B2, Pricing Schedule is deleted in its entirety and replaced with EXHIBIT B3, Pricing Schedule, attached hereto.**
7. Except as otherwise noted, any and all remaining references to EXHIBIT B, Pricing Schedule, EXHIBIT B1, Pricing Schedule, and B2, Pricing Schedule in the Contract, its Table of Contents, any Amendments and Exhibits shall now be references to EXHIBIT B3, Pricing Schedule.

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IN WITNESS THEREOF, COUNTY has caused this Amendment No. 3, to Agreement No AO-08-060, to be executed by the Chief Executive Officer. CONTRACTOR has caused this Amendment No. 3 to be executed by its duly authorized representative.

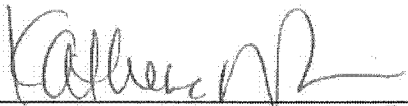
COUNTY OF LOS ANGELES

By 
SACHI A. HAMAI
Chief Executive Officer

Date 7-28-16

APPROVED AS TO FORM:
BY COUNTY COUNSEL

MARY C. WICKHAM

By 
KATHERINE M. BOWSER 7-21-16
Principal Deputy County Counsel

CITY OF LONG BEACH

By See attached
PATRICK WEST
City Manager

95-6000733
Taxpayer Identification No.

IN WITNESS THEREOF, COUNTY has caused this Amendment No. 3, to Agreement No AO-08-060, to be executed by the Chief Executive Officer. CONTRACTOR has caused this Amendment No. 3 to be executed by its duly authorized representative.

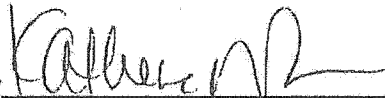
COUNTY OF LOS ANGELES


By _____
SACHI A. HAMAI
Chief Executive Officer

Date _____

APPROVED AS TO FORM:
BY COUNTY COUNSEL

MARY C. WICKHAM

By 
KATHERINE M. BOWSER 7-21-16
Principal Deputy County Counsel

APPROVED AS TO FORM
7-25, 2016
CHARLES PARKIN, City Attorney
By 
AMY R. WEBBER
DEPUTY CITY ATTORNEY

CITY OF LONG BEACH

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER.

By 
PATRICK WEST
City Manager Assistant City Manager

95-6000733
Taxpayer Identification No.

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

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

PHASE II – Years 7 - 9

I. Background

Phase II of this program and corresponding budget will allow the Contractor to continue to deliver services to veterans experiencing homelessness as detailed in this Statement of Work and prior versions of it.

II. City of Long Beach Scope of Work

COUNTY will allocate to the City of Long Beach up to four hundred-fifty thousand dollars (\$450,000) per Program Year, and any unspent funds in one program year may be rolled over to the following Program Year. 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.

III. 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.

IV. Staffing Items/Responsibilities:

1. Outreach Worker - 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;
- 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;
- Ensure that each participant receives all services he/she is eligible for and willing to accept;
- 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 on short-term and permanent housing and supportive service needs;
- Complete an Individualized Housing and Service Plan (IHSP);
- Maintain an active caseload of at least fifty (50) homeless veterans per year;
- 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;
- 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, Veteran Service Coordination Planning collaborative, and Hoarding Task Force;
- Conduct SSI/SSDI Outreach, Access and Recover (SOAR) trainings to help community programs to increase access to the disability income benefit programs administered by the Social Security Administration (SSA) for eligible adults who are homeless or at risk of homelessness and have a mental illness and/or a co-occurring substance use disorder;
- Participate in planning meetings for Veterans Affairs Supportive Housing (VASH) coordination meetings, Homeless Connections Initiative, and other 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;
- Participate in MHSA planning activities through the County of Los Angeles DMH;
- Coordinate an annual homeless veterans event;
- 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:

- Coordinate, track and monitor VI-SPDAT assessments to ensure appropriate linkages for program participants to supportive services and housing;
- 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, Long Beach Homeless Connections Initiative, and Long Beach Continuum of Care;
- Facilitate the monthly Long Beach 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.

V. 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.

VI. Performance Measures

- 1) Percent of actively case managed program participants exiting to permanent housing - Goal 75%.
- 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 VETERANS 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

Total Maximum Contract Sum: \$4,050,000

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), refer to prior versions of Exhibit B/B1/B2, Pricing Schedule.

PHASE II – Program Years 7-8

Funding Category	FTE	Year 7 FY 14-15 Budget	Year 8 FY 15-16 Budget
PERSONNEL			
Mental Health Coordinator	1.00	88,617	89,503
Chronic Homeless Initiatives Coordinator	0.75	47,908	48,392
Veteran Specific Case Manager	1.00	48,573	49,059
Veteran Specific Outreach Worker	1.00	48,573	49,059
Benefits (58%)		135,529	136,887
SUBTOTAL PERSONNEL		369,200	372,900
SERVICES, EQUIPMENT AND SUPPLIES			
Hotel Nights		17,500	16,000

Meals	2,500	1,500
Equipment	9,500	9,500
Travel/Mileage	1,200	1,200
Copying/Supplies	500	500
Community Planning/Events	600	400
Program Necessities	2,000	1,500
SUBTOTAL SERVICES, EQUIPMENT AND SUPPLIES	33,800	30,600
RELOCATION ASSISTANCE		
Utility Assistance	2,000	1,500
SUBTOTAL RELOCATION ASSISTANCE	2,000	1,500
ADMINISTRATIVE COSTS		
Administrative Costs	45,000	45,000
SUBTOTAL ADMINISTRATIVE COSTS	45,000	45,000
TOTAL	450,000*	450,000*
*Contractor may move funding within line items with e-mail approval, so long as category totals remain the same.		

Program Year 9

Line items for Program Year 9 anticipate a carryover of up to \$135,000 from Program Year 8. Therefore, the line items for Program Year 9 add up to \$585,000 (\$450,000 + \$135,000 potential carryover from Year 8). The maximum allocation for Program Year 9 shall be \$585,000.

FUNDING CATEGORY	FTE	2016-17
PERSONNEL		Budget
-		
Mental Health Coordinator	.75 FTE	44,067
Homeless Initiative Coordinator	1 FTE	88,617
Veterans Specific Case Manager III	1 FTE	48,573
Veterans Specific Outreach Worker II	2 FTE	97,146
<i>Subtotal Salaries</i>		278,403
Full Time Employee Benefits @ 60%		167,042
Total Salary and Employee Benefits		445,445

ITEMS/SERVICES, SUPPLIES, EQUIPMENT	
Meals	3,000
Hotel Nights	22,555
Furniture	4,000
Welcome Home Kits	1,000
Travel/Mileage	3,500
Office Supplies	4,000
Outreach Incentives	5,000
Promotional Materials	1,000
Homeless Pocket Guides	3,000
Community Planning/Events	2,000
Landlord/New Tenant Education Training and Recruitment	10,000
Peer to Peer Training	10,000
Technology Equipment	12,000
Total Items/Services, Supplies, Equipment	81,055
RELOCATION ASSISTANCE	
Utility Assistance	-
Total Relocation Assistance Costs	-
DHHS ADMINISTRATIVE COSTS	
Administrative Costs	58,500
Total Administrative Costs	58,500
SUBCONTRACTORS	
	-
Total Subcontractors	-
TOTAL BUDGET	585,000*
*Contractor may move funding within line items with e-mail approval, so long as category totals remain the same.	