

FIRST AMENDMENT TO CONTRACT NO. 31831

31831

THIS FIRST AMENDMENT TO CONTRACT NO. 31831 is made and entered, in duplicate, as of July 28, 2011 for reference purposes only, pursuant to a minute order adopted by the City Council of the City of Long Beach at its meeting held on May 5, 2009, by and between BEYOND SHELTER, a nonprofit California corporation ("Organization"), with offices located at 1200 Wilshire Boulevard, #600, Los Angeles, California 90017, and the CITY OF LONG BEACH, a municipal corporation (the "City").

WHEREAS, the City has received a grant from the U.S. Department of Housing and Urban Development ("HUD") from the Homelessness Prevention Fund, hereafter referred to as the Homelessness Prevention and Rapid Re-Housing Program ("HPRP"), under Title XII of the American Recovery and Reinvestment Act of 2009, to provide financial assistance and services to either prevent individuals and families from becoming homeless or help those who are experiencing homeless to be quickly re-housed and stabilized; and

WHEREAS, as part of Grant Agreement No. S09-MY-06-0522 between HUD and the City (the "HUD Agreement") the City is required to enter into subcontracts with organizations that provide homelessness prevention assistance to households who would otherwise become homeless, many due to the economic crisis, and to provide assistance to rapidly re-house persons who are homeless, and the City has selected Organization as a sub-recipient of grant funds; and

WHEREAS, the parties entered Contract No. 31831 whereby Organization agreed to provide this assistance; and

WHEREAS, the parties desire to extend the term and specify the funding amount for the extended term;

NOW, THEREFORE, in consideration of the mutual terms and conditions in the Contract and in this First Amendment, the parties agree as follows:

1. Section 3 of Contract No. 31831 is hereby amended to read as

1 follows:

2 "Section 3. The term of this Contract shall commence at midnight on
3 October 1, 2010 and, unless sooner terminated as provided herein, shall terminate on
4 October 31, 2012. The term of this Contract may be extended by mutual written
5 agreement between the City and Organization. City may reclaim any unused balance of
6 funds for reallocation to other City approved projects."

7 2. Section 4.A. of Contract No. 31831 is hereby amended to read as
8 follows:

9 "A. Total disbursements made to Organization under this Contract by the
10 City shall not exceed Eight Hundred Fifteen Thousand Four Hundred Four Dollars
11 (\$815,404) for eligible costs and activities over the term of this Contract. Upon execution
12 of this Contract, the City shall disburse the funds payable hereunder in due course of
13 payments following receipt from Organization of billing statements in a form approved by
14 the City showing expenditures and costs identified in Attachment "B-1"."

15 3. Organization shall provide rapid re-housing assistance to homeless
16 in the City in accordance with the HUD Agreement and Attachment "A-1" attached hereto,
17 entitled "Statement of Work".

18 4. Attachment "A-1" (Scope of Work) and Attachment "B-1" (Budget)
19 attached to this First Amendment are hereby added to the Contract and incorporated
20 herein by reference.

21 5. Except as expressly amended in this First Amendment, all terms and
22 conditions in Contract No. 31831 are ratified and confirmed and shall remain in full force
23 and effect.

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1 IN WITNESS WHEREOF, the parties have caused this document to be duly
2 executed with all formalities required by law as of the date first stated above.

3 BEYOND SHELTER, a nonprofit California
4 corporation

5 August 29, 2011

By Christine Mirabe-Glasco
President

CHRISTINE MIRABE-GLASCO

6 August 29, 2011

By Bill Willen Type or Print Name
Board Chair Secretary

BILL WILLEN

Type or Print Name

7 "Organization"

8 CITY OF LONG BEACH, a municipal
9 corporation

10 9.14, 2011

11 By [Signature] Assistant City Manager
City Manager

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER.

12 "City"

13 This First Amendment to Contract No. 31831 is approved as to form on

14 8/31, 2011.

15 ROBERT E. SHANNON, City Attorney

16 By [Signature] Deputy

17 OFFICE OF THE CITY ATTORNEY
18 ROBERT E. SHANNON, City Attorney
19 333 West Ocean Boulevard, 11th Floor
20 Long Beach, CA 90802-4664

Attachment “A-1”

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**City of Long Beach
Homelessness Prevention and Rapid Re-Housing Program 2010-2012
Scope of Work**

RAPID RE-HOUSING COMPONENT

AGENCY NAME: Beyond Shelter
CONTRACT: 31831

Program Objective: Provide Rapid Re-Housing assistance to eligible households who are homeless.

Goals:	Y2 QUARTER 1 10/1 - 12/31		Y2 QUARTER 2 1/1 - 3/31		Y2 QUARTER 3 4/1 - 6/30		Y2 QUARTER 4 7/1 - 9/30		Y3 QUARTER 1 10/1 - 12/31		Y3 QUARTER 2 1/1 - 3/31		Y3 QUARTER 3 4/1 - 6/30		Y3 QUARTER 4 7/1 - 7/31	
	QPR Report Due: January 5		QPR Report Due: April 5		QPR Report Due: July 5		QPR Report Due: October 5		QPR Report Due: January 5		QPR Report Due: April 5		QPR Report Due: July 5		QPR Report Due: August 15	
	Persons	Households	Persons	Households	Persons	Households	Persons	Households	Persons	Households	Persons	Households	Persons	Households	Persons	Households
Financial Assistance																
1. Rental Assistance	Quarter 1 Performance Benchmarks:		Quarter 2 Performance Benchmarks: (Cumulative)		Quarter 3 Performance Benchmarks: (Cumulative)		Quarter 4 Performance Benchmarks: (Cumulative)		Quarter 1 Performance Benchmarks: (Cumulative)		Quarter 2 Performance Benchmarks: (Cumulative)		Quarter 3 Performance Benchmarks: (Cumulative)		Quarter 4 Performance Benchmarks: (Cumulative)	
2. Security and Utility Deposits																
3. Utility Payments																
4. Moving Cost Assistance																
5. Hotel & Motel Vouchers																
Total - Financial Assistance	120	48	240	96	360	144	450	180	510	204	510	204	510	204	510	204
Housing Relocation & Stabilization Services																
6. Case Management	Quarter 1 Performance Benchmarks:		Quarter 2 Performance Benchmarks: (Cumulative)		Quarter 3 Performance Benchmarks: (Cumulative)		Quarter 4 Performance Benchmarks: (Cumulative)		Quarter 1 Performance Benchmarks (Cumulative)		Quarter 2 Performance Benchmarks: (Cumulative)		Quarter 3 Performance Benchmarks: (Cumulative)		Quarter 4 Performance Benchmarks: (Cumulative)	
7. Outreach and engagement																
8. Housing Search and Placement																
9. Legal Services																
10. Credit Repair																
Total - Housing Relocation & Stabilization Services	120	48	240	96	360	144	450	180	510	204	510	204	510	204	510	204
Total To Be Served	120	48	240	96	360	144	450	180	510	204	510	204	510	204	510	204

OUTCOMES

11. 70% of clients served will remain stably housed at exit from program

Annual Performance Report for October 1, 2010 - September 30, 2011 is Due:
October 30, 2011

Annual Performance Report for October 1, 2011 - July 31, 2012 is Due:
August 30, 2012

Authorized Official's Initials:

[Handwritten Signature]

MODIFICATION 1 OF ATTACHMENT A
PAGE 1 OF 2 PAGES

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Attachment “B-1”

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CITY OF LONG BEACH
Homelessness Prevention and Rapid Re-Housing Program - 2010-2012

RAPID RE-HOUSING COMPONENT

Annual Program Budget for Beyond Shelter City Contract # 31831

ITEM	Y2 & Y3 BUDGET	BUDGETED SERVICE ACTIVITIES
FINANCIAL ASSISTANCE - RAPID RE-HOUSING ONLY		
1. Financial Assistance for Rapid Re-Housing Activities	588,090	For financial assistance, to be provided to appropriate third parties, including utility deposits, utility payments; moving cost assistance; rental assistance; security deposits; and hotel/motel vouchers, as detailed in Attachment "C", entitled "Notice of Allocations, Application Procedures, and Requirements for Homelessness Prevention and Rapid Re-Housing Program Grantees under the American Recovery and Reinvestment Act of 2009"
2. Tracking Coordinator - 0.5 FTE	31,240	For check cutting activities and tracking the payments made to all the parties for Financial Assistance under Rapid Re-Housing Program.
SUBTOTAL FINANCIAL ASSISTANCE	619,330	Total Project Budget for Financial Assistance
HOUSING RELOCATION AND STABILIZATION SERVICES - RAPID RE-HOUSING ONLY		
1. Case Manager - 1.0 FTE	57,216	Provides transitional support and case management services to participants enrolled in the program. Conducts needs assessments program participants and develops clearly written individualized service plans. Assists participants, as needed, while they prepare to move into permanent housing. Delivers home-based case management services to participants once they move into permanent housing. To include Benefits @ 21% (FICA, Workers Compensation, Unemployment, Health, Vacation, Sick Leave, Retirement, etc.)
2. Housing Locator - 0.5 FTE	23,919	Assists program participants in locating and securing permanent housing as quickly as possible through outreach to landlords, property managers and housing authorities. In addition, the Housing Locator collaborates closely with landlords and Case Managers to mediate landlord-tenant issues and ensure successful tenancies. To include Benefits @ 22% (FICA, Workers Compensation, Unemployment, Health, Vacation, Sick Leave, Retirement, etc.)
3. Program Coordinator - 1.0 FTE	60,298	Provides overall supervision of expenditures per line items, tracks motel stay not to exceed 30 days, oversees HMIS entry, data management, collateral relationships with community partners, provides reports to Director on bimonthly basis, prepares invoices and check requests for review. Supports case managers by providing case management duties as described. Delivers case management services to participants once they move into permanent housing. To include Benefits @ 24% (FICA, Workers Compensation, Unemployment, Health, Vacation, Sick Leave, Retirement, etc.)
4. Program Director - 0.40 FTE	33,750	Provides day to day guidance in areas of eligibility review and final approval, supervision and support to overall program and ensures compliance with HUD guidelines and Grantee directives. Ensures collaboration with available resources is maximized. To include Benefits @ 21% (FICA, Workers Compensation, Unemployment, Health, Vacation, Sick Leave, Retirement, etc.)
5. Executive Director - 0.05 FTE	1,048	Provides program guidance in areas of eligibility review and final approval, supervision and support to overall program and ensures compliance with HUD guidelines and Grantee directives. Ensures collaboration with available resources is maximized. To include Benefits @ 21% (FICA, Workers Compensation, Unemployment, Health, Vacation, Sick Leave, Retirement, etc.)
6. Outreach and Engagement	0	For payment of outreach and engagement materials in support of program.
7. Insurance	117	For payment of insurance requirements in support of program
8. Equipment	58	For payment of computer and office equipment in support of program.
9. Mileage & Parking	1,575	For payment of mileage and parking expenses in support of program.
10. Communication	117	For payment of telephone/fax/internet contact as needed in support of program.
11. Program Supplies & Client Materials	1,361	For payment of program supplies and client materials in support of program
SUBTOTAL HOUSING RELOCATION AND STABILIZATION SERVICES	179,459	Total Project Budget for Housing Relocation and Stabilization Services
Administration (2.08%)	16,615	For payment of administrative costs.
TOTAL CITY OF LONG BEACH CONTRACT	815,404	Total HPRP Allocation for Years 2 & 3 (October 1, 2010 - July 31, 2012)

Authorized Official's Initials:

MODIFICATION 2 OF ATTACHMENT B
PAGE 1 OF 2 PAGES

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