

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



**Contract Number**

20-503 A-1

**SAP Number**

4400014304

## Transitional Assistance Department

**Department Contract Representative**  
**Telephone Number**

John Greswit, Contract Analyst  
(909) 388-0255

**Contractor**

Housing Authority of the County of  
San Bernardino

**Contractor Representative**  
**Telephone Number**

Maria Razo, Executive Director  
(909) 890-0644

**Contract Term**

07/01/20 through 06/30/22

**Original Contract Amount**

\$ 6,480,000

**Amendment Amount**

\$ 6,480,000

**Total Contract Amount**

\$12,960,000

**Cost Center**

5017601000 and 5017611000

**IT IS HEREBY AGREED AS FOLLOWS:**

**AMENDMENT NO. 1**

It is hereby agreed to amend Contract No. 20-503, effective July 1, 2021, as follows:

**SECTION V. FISCAL PROVISIONS**

**Paragraph A. is amended to read as follows:**

- A. The maximum amount of payment under this Contract shall not exceed \$12,960,000, of which \$8,424,000 may be federally funded, and payment shall be subject to availability of funds to the County. The consideration to be paid to Contractor, as provided herein, shall be in full payment for all Contractor's services and expenses incurred in the performance hereof, including travel and per diem.

**SECTION VIII. TERM**

**Section VIII. Is amended to read as follows:**

This Contract is effective as of July 1, 2020, and is extended from its original expiration date of June 30, 2021, to expire on June 30, 2022, but may be terminated earlier in accordance with the provisions of Section IX of the

**ATTACHMENT C**

Contract. The Contract term may be extended for three (3) additional one-year periods by mutual agreement of the parties.

**ATTACHMENT C – PROGRAM BUDGET**

Amend Contract No. 20-503 by adding a new Attachment C, CalWORKs Housing Support Program Budget Effective July 1, 2021 through June 30, 2022, attached hereto and incorporated herein by this reference.

**All other terms and conditions of Contract No. 20-503 remain in full force and effect.**

COUNTY OF SAN BERNARDINO

By   
Curt Hagman, Chairman, Board of Supervisors

Dated: JUN 22 2021

SIGNED AND CERTIFIED THAT A COPY OF THIS DOCUMENT HAS BEEN DELIVERED TO THE CHAIRMAN OF THE BOARD

By   
Lynna Monell  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By   
Deputy

HOUSING AUTHORITY OF THE COUNTY OF  
SAN BERNARDINO

(Print or type name of corporation, company, contractor, etc.)

By   
(Authorized signature - sign in blue ink)

Name Maria Razo  
(Print or type name of person signing contract)

Title Executive Director  
(Print or Type)

Dated: 6/8/2021

Address 715 East Brier Drive  
San Bernardino, CA 92408


**FOR COUNTY USE ONLY**

Approved as to Legal Form by:

By   
Adam Ebright, Deputy County Counsel

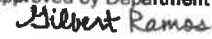
Date June 2, 2021

Reviewed for Contract Compliance

By   
Jennifer Mulhall-Dandel, HS Contracts

Date June 2, 2021

Reviewed/Approved by Department

By   
Gilbert Ramos, Director

Date June 2, 2021

## ATTACHMENT C

**CalWORKs HOUSING SUPPORT PROGRAM**  
**July 1, 2021 through June 30, 2022**

**I. DIRECT FINANCIAL ASSISTANCE****1. PERMANENT HOUSING**

	<b>BUDGET</b>
Financial Assistance	<u>\$2,482,000</u>
<b>Subtotal Permanent Housing</b>	<b><u>\$2,482,000</u></b>

**2. INTERIM**

	<b>PTEs</b>	<b>BUDGET</b>
Accounting Assistant - Motel	1	\$37,185
Engagement Officer	1	\$51,453
Housing Officer	1	\$27,822
Intake Specialist	3	\$84,594
Bridges (PJAC/HSP)		\$20,000
Risk Mitigation		\$150,000
Master Leasing		\$300,000
Inspections		\$96,254
Organization Capacity Building/Assessments		\$25,000
Tenant / Landlord Education Workshops		\$5,000
Resources Coordination		\$10,000
Certification/Trainings		\$15,000
Making Home Habitable		\$200,000
Housing First		\$120,000
Motel/H.O.P.E.		<u>\$550,000</u>
<b>Subtotal Interim</b>		<b><u>\$1,692,307</u></b>

**II. CASE MANAGEMENT****1. PERSONNEL**

	<b>PTEs</b>	<b>BUDGET</b>
Program Manager	3	\$190,171
Program Officer	1	\$59,480
Service Coordinators	18	\$771,652
<b>Subtotal Case Management</b>		<b><u>\$1,021,303</u></b>

**III. ADMINISTRATIVE /SUPPORTIVE EXPENSES****1. PROGRAM MANAGEMENT**

	<b>BUDGET</b>
Administration & Program Management (Housing Authority/KEYS)	<u>\$520,023</u>
<b>Subtotal Program Management</b>	<b><u>\$520,023</u></b>

**ATTACHMENT C****2. PERSONNEL OTHER**

	<b>PTEs</b>	<b>BUDGET</b>
Executive Director	1	\$123,051
Deputy Executive Director	1	\$102,965
Finance Manager	1	\$87,442
Junior Accountant	1	\$48,757
Accounting Assistant	1	\$31,592
<b><u>Subtotal Personnel Other</u></b>		<b><u>\$393,809</u></b>

**3. DATA COLLECTION AND TRACKING EXPENSES**

	<b>PTEs</b>	<b>BUDGET</b>
Data Collection and Tracking Expenses (Housing Authority/KEYS)		\$250,000
Data Analytic Manager	1	\$56,026
Data Specialist	2	<u>\$64,532</u>
<b><u>Subtotal Data Collection and Tracking Expenses</u></b>		<b><u>\$370,558</u></b>

**TOTAL PROGRAM EXPENSES****\$6,480,000**