



Contract Number

23-1143 A-4

SAP Number

Office of Homeless Services

Department Contract Representative	Marcus Dillard
Telephone Number	(909) 501-0610
Contractor	Inland Counties Legal Services, Inc.
Contractor Representative	Tessie Solorzano
Telephone Number	(888) 245-4257
Contract Term	November 1, 2023 – June 30, 2027
Original Contract Amount	\$620,000.00
Amendment No. 1 Amount	-\$61,434.00
Amendment No. 2 Amount	\$310,000.00
Amendment No. 3 Amount	\$75,000.00
Amendment No. 4 Amount	\$75,000.00
Total Contract Amount	\$1,018,566.00
Cost Center	6210002496
Grant Number (if applicable)	

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO. 4 to Contract No. 23-1143

This Fourth Amendment to the Contract (Amendment No. 4) is entered into by and between San Bernardino County (COUNTY) and Inland Counties Legal Services, Inc. (Contractor) for the purpose of increasing funding and extending the Contract term to continue legal advocacy services in support of the Housing and Disability Advocacy Program (HDAP).

WHEREAS, the COUNTY has been allocated funds from the State of California Health and Human Services Agency, Department of Social Services, to perform legal advocacy services to eligible HDAP clients; and,

WHEREAS, the COUNTY conducted a competitive process to find Inland Counties Legal Services, Inc. to provide these services; and,

WHEREAS, on October 24, 2023, the San Bernardino County Board of Supervisors (Board) approved Contract No. 23-1143 (Contract) to perform legal advocacy services to eligible HDAP clients; and,

WHEREAS, on December 17, 2024, the Board approved Amendment No. 1 to the Contract which authorized the COUNTY to decrease the original Contract amount by \$61,434 (from \$620,000 to \$558,566) based on a reduction in State of California HDAP funding; and,

WHEREAS, on June 18, 2025, the Board approved Amendment No. 2 to the Contract which increased the amended contract in the amount of \$310,000 (from \$558,566 to \$868,566) based on additional funding need to continue services; and,

WHEREAS, on April 21, 2026, the Board approved Amendment No. 3 to the Contract increasing the amount by \$75,000 for a revised total of \$943,566; and,

WHEREAS, the parties have identified a need to continue the services provided under the Contract and amend the Contract by increasing the total contract amount to \$1,018,566.00 (from \$943,566.00 to \$1,018,566.00), and by extending the term of the Contract from its current expiration date of June 30, 2026, to June 30, 2027.

NOW, THEREFORE, the parties hereby agree to amend Contract No. 23-1143, effective June 30, 2026, as follows:

Amend TABLE OF CONTENTS – ATTACHMENTS, add sections F. and G. as follows:

ATTACHMENTS

- A. COMPLAINT AND GRIEVANCE PROCEDURE**
- B. CAMPAIGN CONTRIBUTION DISCLOSURE (SB1439)**
- C. ASSURANCE OF COMPLIANCE STATEMENT**
- D. FISCAL PROVISIONS**
- E. SCOPE OF SERVICES**
- F. PERFORMANCE MEASURES AND GOALS**
- G. CALIFORNIA WELFARE AND INSTITUTIONS CODE SECTION 8255**

The CONTRACT AMOUNT is hereby amended to read as follows:

The original Contract amount of \$620,000 was amended in Amendment No. 1 by -\$61,434 for a total of \$558,566. The Contract was amended in Amendment No. 2 to increase the amount by \$310,000 resulting in a new Contract amount of \$868,566. The Contract was amended in Amendment No. 3 to increase the Contract by \$75,000 resulting in a new Contract amount of \$943,566. This Amendment No. 4 increases the Contract amount by \$75,000.00 resulting in a total Contract amount not to exceed \$1,018,566.00.

Amend SECTION D. TERM OF CONTRACT as follows:

This Contract is effective as of November 1, 2023 and expires June 30, 2027 but may be terminated earlier in accordance with provisions of this Contract.

Amend Section F. COMPENSATION as follows:

County shall pay Contractor for services performed, products provided, or expenses incurred in accordance with Attachment D, "Fiscal Provisions." County is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or product. Unless otherwise specifically stated in Attachment D, County shall not be responsible for payment of any of Contractor's expenses related to this Agreement. Funds allocated under the original Contract and

Amendment No. 1 must be fully expended by June 30, 2025. Funds added under Amendment No. 2, totaling \$310,000, must be fully expended by June 30, 2026. Funds added under Amendment No. 3, totaling \$75,000, must be fully expended by June 30, 2026. Funds added under Amendment No. 4, totaling \$75,000, must be fully expended by June 30, 2027.

Amend ATTACHMENT D- FISCAL PROVISIONS Section A.1 and A.2 as follows:

A. METHOD, TIME, AND CONDITIONS OF PAYMENT

1. The maximum amount of reimbursement under this **Contract shall not exceed \$1,018,566.00** and shall be subject to availability of HDAP 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.

Contractor's reimbursement shall be amended to include:

Housing and Disability Advocacy Program Funding Summary (2023-2027)	
Legal Advocacy	
Funded Activity	Amended Amount
Legal Advocacy (Original + Amendment No. 1)	\$558,566.00
Legal Advocacy (Amendment No. 2)	\$310,000.00
Legal Advocacy (Amendment No. 3)	\$75,000.00
Legal Advocacy (Amendment No. 4)	\$75,000.00
Total	\$1,018,566.00

Funds allocated under the original Contract and Amendment No. 1 must be fully expended by June 30, 2025. Funds added under Amendment No. 2, totaling \$310,000, must be fully expended by June 30, 2026. Funds added under Amendment No. 3, totaling \$75,000, must be fully expended by June 30, 2026. Funds added under Amendment No. 4, totaling \$75,000, must be fully expended by June 30, 2027.

2. Compensation. County shall reimburse Contractor for services performed under this Agreement at a rate of Sixty-Five Dollars (\$65.00) per hour. Total compensation under this Agreement shall not exceed One Million Sixty-Eight Thousand Five Hundred Sixty-Six Dollars (\$1,018,566.00) during the term of the Agreement. Funds shall be allocated in accordance with the budget set forth below:

Agency: Inland Counties Legal Services, Inc. Budget November 1, 2023 through June 30, 2027				
Eligible Use Category	Services	Hourly Rate Cost	Projected Number of Hours	Total Costs
Client Services	Legal Services	\$65.00	15,670.24	\$1,018,566
Subtotal			15,670.24 Hours	\$1,018,566
Total Award		\$1,018,566		
Projected Individuals Served: ~ 10 Unduplicated Individuals				

Amend ATTACHMENT E- SCOPE OF SERVICES Section A.4 and B.1 as follows:

A. GENERAL REQUIREMENTS – 4. Ability to Serve

Contractor shall continue to provide services to HDAP clients currently receiving services and shall maintain the capacity to serve a minimum of ten (10) additional HDAP participants during Fiscal Year 2026-27. Referrals in excess of ten (10) participants may be made by County based on funding availability, program demand, and Contractor capacity.

Contract shall meet the following minimum cumulative service milestones during Fiscal Year 2026-27:

PERFORMANCE MILESTONE REQUIREMENTS	
Number of Individuals Served	Milestone Deadline
6	October 31, 2025
15	February 28, 2026
10	June 30, 2026
10	June 30, 2027

B. REPORTING REQUIREMENTS – 1. State Reporting Requirements

Amended Section B.1 to read as follows:

Minimum Number of Persons Served During the Contract Term	41 Persons
Percentage of Eligible/Willing Participants Assisted in Obtaining Benefits	80%

Add ATTACHMENT F – PERFORMANCE MEASURES AND GOALS as follows:

A. PROGRAM PERIODS

- Contract Term: November 1, 2023 – June 30, 2027

B. PROGRAM GOALS

- Provide disability benefits legal advocacy to individuals experiencing homelessness or at risk of homelessness who are enrolled in the San Bernardino County HDAP
- Connect eligible clients to SSI/SSDI benefits through structured legal representation and application support
- Serve approximately 10 unduplicated individuals within the contract period through coordinated outreach, intake, and benefits advocacy

C. PROJECT DESCRIPTION

Inland Counties Legal Services (ICLS) will provide disability benefits advocacy and legal services to individuals referred by the San Bernardino County Office of Homeless Services through the Homeless Disability Advocacy Program (HDAP). ICLS's call center staff will make outbound contact to County-referred clients, conduct intake, and assess eligibility for SSI/SSDI disability benefits. Once enrolled, clients will receive legal support from a coordinated team of intake staff, legal assistants, and attorneys to ensure timely and organized progression through the disability application process. ICLS anticipates serving approximately 10 unduplicated individuals during the contract period from November 1, 2023 through June 30, 2027, contingent upon the timely receipt of referrals from the County.

Core Services & Activities

- Outbound contact to County-referred HDAP-enrolled individuals to initiate intake
- Eligibility screening and legal assessment for SSI/SSDI disability benefits
- Prepare and submit SSI/SSDI applications, including all required supporting documentation
- Monitor application status, respond to agency correspondence, and provide additional documentation as needed
- Coordinate with the County Office of Homeless Services regarding client referrals, workflow processes, and program reporting

Case Management and Legal Services Components

- Intake and conflict screening will be performed by call center staff upon receipt of County referrals
- Assign cases to a legal assistant or paralegal and supervising attorney for benefits advocacy and application support
- Track case progress and provide ongoing attorney oversight to ensure timely application filing and follow-up
- Document all services, case activity, and client outcomes in ICLS's case management system (LegalServer)

D. ANTICIPATED OUTCOMES AND MEASURES

- Contractor shall serve approximately ten (10) unduplicated individuals experiencing homelessness or at risk of homelessness who have disabilities during the contract period of November 1, 2023, through June 30, 2027.
- Contractor shall file or substantially advance Supplemental Security Income (SSI) and/or Social Security Disability Insurance (SSDI) applications for all eligible clients who complete the intake and benefits assessment process.
- Contractor shall report monthly the total number of applications submitted, number of approvals, number of denials, number of appeals filed, and the overall approval rate for the reporting period and cumulatively for the contract term.

Add ATTACHMENT G – CALIFORNIA WELFARE AND INSTITUTIONS CODE SECTION 8255, as follows:

**State of California
WELFARE AND INSTITUTIONS CODE
Section 8255**

8255.

For purposes of this chapter:

- (a) “Council” means the California Interagency Council on Homelessness, formerly known as the Homeless Coordinating and Financing Council established pursuant to Section 8257.
- (b) “Core components of Housing First” means all of the following:
- (1) Tenant screening and selection practices that promote accepting applicants regardless of their sobriety or use of substances, completion of treatment, or participation in services.
 - (2) Applicants are not rejected on the basis of poor credit or financial history, poor or lack of rental history, criminal convictions unrelated to tenancy, or behaviors that indicate a lack of “housing readiness.”
 - (3) Acceptance of referrals directly from shelters, street outreach, drop-in centers, and other parts of crisis response systems frequented by vulnerable people experiencing homelessness.
 - (4) Supportive services that emphasize engagement and problem solving over therapeutic goals and service plans that are highly tenant-driven without predetermined goals.
 - (5) Participation in services or program compliance is not a condition of permanent housing tenancy.
 - (6) Tenants have a lease and all the rights and responsibilities of tenancy, as outlined in California’s Civil, Health and Safety, and Government codes.
 - (7) The use of alcohol or drugs in and of itself, without other lease violations, is not a reason for eviction.
 - (8) In communities with coordinated assessment and entry systems, incentives for funding promote tenant selection plans for supportive housing that prioritize eligible tenants based on criteria other than “first-come-first-serve,” including, but not limited to, the duration or chronicity of homelessness, vulnerability to early mortality, or high utilization of crisis services. Prioritization may include triage tools, developed through local data, to identify high-cost, high-need homeless residents.
 - (9) Case managers and service coordinators who are trained in and actively employ evidence-based practices for client engagement, including, but not limited to, motivational interviewing and client-centered counseling.
 - (10) Services are informed by a harm-reduction philosophy that recognizes drug and alcohol use and addiction as a part of tenants’ lives, where tenants are engaged in nonjudgmental communication regarding drug and alcohol use, and where tenants are offered education regarding how to avoid risky behaviors and engage in safer practices, as well as connected to evidence-based treatment if the tenant so chooses.
 - (11) The project and specific apartment may include special physical features that accommodate disabilities, reduce harm, and promote health and community and independence among tenants.
- (c) “Homeless” has the same definition as that term is defined in Section 91.5 of Title 24 of the Code of Federal Regulations.
- (d) (1) “Housing First” means the evidence-based model that uses housing as a tool, rather than a reward, for recovery and that centers on providing or connecting homeless people to permanent housing as quickly as

possible. Housing First providers offer services as needed and requested on a voluntary basis and that do not make housing contingent on participation in services.

(2) (A) "Housing First" includes time-limited rental or services assistance, so long as the housing and service provider assists the recipient in accessing permanent housing and in securing longer term rental assistance, income assistance, or employment.

(B) For time-limited, supportive services programs serving homeless youth, programs should use a positive youth development model and be culturally competent to serve unaccompanied youth under 25 years of age. Providers should work with the youth to engage in family reunification efforts, where appropriate and when in the best interest of the youth. In the event of an eviction, programs shall make every effort, which shall be documented, to link tenants to other stable, safe, decent housing options. Exit to homelessness should be extremely rare, and only after a tenant refuses assistance with housing search, location, and move-in assistance.

(e) "State programs" means any programs a California state agency or department funds, implements, or administers for the purpose of providing housing or housing-based services to people experiencing homelessness or at risk of homelessness, with the exception of federally funded programs with requirements inconsistent with this chapter.

(f) "Council staff" means the individuals who work for the California Interagency Council on Homelessness and who are overseen by the executive officer of the California Interagency Council on Homelessness.

(g) "Executive council" means the California Interagency Executive Council on Homelessness created pursuant to Section 8257 and consisting of the members identified in subdivision (c) of Section 8257.

(Amended by Stats. 2021, Ch. 398, Sec. 3. (AB 1220) Effective July 5, 2025.)

All other terms and conditions of Contract No. 23-1143 remain in full force and effect.

This Amendment may be executed in any number of counterparts, each of which so executed shall be deemed to be an original, and such counterparts shall together constitute one and the same Contract. The parties shall be entitled to sign and transmit an electronic signature of this Amendment (whether by facsimile, PDF or other email transmission), which signature shall be binding on the party whose name is contained therein. Each party providing an electronic signature agrees to promptly execute and deliver to the other party an original signed Amendment upon request.

IN WITNESS WHEREOF, San Bernardino County and the Contractor have each caused this Contract Amendment to be subscribed by its respective duly authorized officers, on its behalf.

SAN BERNARDINO COUNTY

►

Dawn Rowe, Chair, Board of Supervisors

Inland Counties Legal Services, Inc.

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

By

►

(Authorized signature - sign in blue ink)

Name: Tessie Solorzano, Esq.

Title: Executive Director

Date: _____

Address: 1040 Iowa Ave, Ste 106
Riverside, CA 92507-2106

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

Lynna Monell
Clerk of the Board of Supervisors
San Bernardino County

By

Deputy

FOR COUNTY USE ONLY

Approved as to Legal Form

►

Suzanne Bryant, Deputy County Counsel

Date _____

Reviewed for Contract Compliance

►

Jessica Barajas, Supervising Buyer

Date _____

Reviewed/Approved by Department

►

Marcus Dillard, Chief of Homeless Services

Date _____



ATTACHMENT A
Levine Act –
Campaign Contribution Disclosure
(formerly referred to as Senate Bill 1439)

The following is a list of items that are not covered by the Levine Act. A Campaign Contribution Disclosure Form will not be required for the following:

- Contracts that are competitively bid and awarded as required by law or County policy
- Contracts with labor unions regarding employee salaries and benefits
- Personal employment contracts
- Contracts under \$50,000
- Contracts where no party receives financial compensation
- Contracts between two or more public agencies
- The review or renewal of development agreements unless there is a material modification or amendment to the agreement
- The review or renewal of competitively bid contracts unless there is a material modification or amendment to the agreement that is worth more than 10% of the value of the contract or \$50,000, whichever is less
- Any modification or amendment to a matter listed above, except for competitively bid contracts.

DEFINITIONS

Actively supporting or opposing the matter: (a) Communicate directly with a member of the Board of Supervisors or other County elected officer [Sheriff, Assessor-Recorder-Clerk, District Attorney, Auditor-Controller/Treasurer/Tax Collector] for the purpose of influencing the decision on the matter; or (b) testifies or makes an oral statement before the County in a proceeding on the matter for the purpose of influencing the County's decision on the matter; or (c) communicates with County employees, for the purpose of influencing the County's decision on the matter; or (d) when the person/company's agent lobbies in person, testifies in person or otherwise communicates with the Board or County employees for purposes of influencing the County's decision in a matter.

Agent: A third-party individual or firm who, for compensation, is representing a party or a participant in the matter submitted to the Board of Supervisors. If an agent is an employee or member of a third-party law, architectural, engineering or consulting firm, or a similar entity, both the entity and the individual are considered agents.

Otherwise related entity: An otherwise related entity is any for-profit organization/company which does not have a parent-subsidary relationship but meets one of the following criteria:

- (1) One business entity has a controlling ownership interest in the other business entity;
- (2) there is shared management and control between the entities; or
- (3) a controlling owner (50% or greater interest as a shareholder or as a general partner) in one entity also is a controlling owner in the other entity.

For purposes of (2), "shared management and control" can be found when the same person or substantially the same persons own and manage the two entities; there are common or commingled funds or assets; the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis; or there is otherwise a regular and close working relationship between the entities.

Parent-Subsidiary Relationship: A parent-subsidiary relationship exists when one corporation has more than 50 percent of the voting power of another corporation.

Contractors must respond to the questions on the following page. If a question does not apply respond N/A or Not Applicable.

1. Name of Contractor: Inland Counties Legal Services, Inc.

2. Is the entity listed in Question No.1 a nonprofit organization under Internal Revenue Code section 501(c)(3)?

Yes ☒ If yes, skip Question Nos. 3-4 and go to Question No. 5 No ☐

3. Name of Principal (i.e., CEO/President) of entity listed in Question No. 1, if the individual actively supports the matter and has a financial interest in the decision:

4. If the entity identified in Question No.1 is a corporation held by 35 or less shareholders, and not publicly traded ("closed corporation"), identify the major shareholder(s):

5. Name of any parent, subsidiary, or otherwise related entity for the entity listed in Question No. 1 (see definitions above):

Company Name	Relationship
N/A	

6. Name of agent(s) of Contractor:

Company Name	Agent(s)	Date Agent Retained (if less than 12 months prior)
N/A		

7. Name of Subcontractor(s) (including Principal and Agent(s)) that will be providing services/work under the awarded contract if the subcontractor (1) actively supports the matter and (2) has a financial interest in the decision and (3) will be possibly identified in the contract with the County or board governed special district.

Company Name	Subcontractor(s):	Principal and//or Agent(s):
N/A		

8. Name of any known individuals/companies who are not listed in Questions 1-7, but who may (1) actively support or oppose the matter submitted to the Board and (2) have a financial interest in the outcome of the decision:

Company Name	Individual(s) Name
N/A	

9. Was a campaign contribution, of more than \$500, made to any member of the San Bernardino County Board of Supervisors or other County elected officer within the prior 12 months, by any of the individuals or entities listed in Question Nos. 1-8?

No ☒

If no, please skip Question No. 10.

Yes ☐ If yes, please continue to complete this form.

10. Name of Board of Supervisor Member or other County elected officer: _____

Name of Contributor: _____

Date(s) of Contribution(s): _____

Amount(s): _____

Please add an additional sheet(s) to identify additional Board Members or other County elected officers to whom anyone listed made campaign contributions.

By signing the Contract, Contractor certifies that the statements made herein are true and correct. Contractor understands that the individuals and entities listed in Question Nos. 1-8 are prohibited from making campaign contributions of more than \$500 to any member of the Board of Supervisors or other County elected officer while award of this Contract is being considered and for 12 months after a final decision by the County.