

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



Contract Number
22-415-A1

SAP Number
4400019895

Community Revitalization – Office of Homeless Services

Department Contract Representative	Tom Hernandez Chief of Homeless Services
Telephone Number	(909) 501-0610
Contractor	Step Up on Second Street, Inc.
Contractor Representative	Gregory Coffos
Telephone Number	(310) 394-6889
Contract Term	July 1, 2022 – June 30, 2023
Original Contract Amount	\$573,482
Amendment Amount	N/A
Total Contract Amount	\$573,482
Cost Center	

IT IS HEREBY AGREED AS FOLLOWS:

AMENDMENT NO.1

It is hereby agreed to amend Contract No. 22-415, effective September 13, 2022, as follows:


ATTACHMENT H – PROGRAM BUDGET of the contract is replaced with **ATTACHMENT H1 – PROGRAM BUDGET** due to typographical error.

All other terms and conditions of the Contract remain in full force and effect.


XI. CONCLUSION

- A. This Contract, consisting of twenty-eight (28) pages and Attachments A-H1, is the full and complete document describing services to be rendered by Contractor to County, including all covenants, conditions, and benefits.
- B. The signatures of the Parties affixed to this Contract affirm that they are duly authorized to commit and bind their respective institutions to the terms and conditions set forth in this document.
- C. This Contract 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 Contract (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 Contract upon request.
- D. IN WITNESS WHEREOF, the Board of Supervisors of San Bernardino County has caused this Contract to be subscribed to by the Clerk thereof, and Contractor has caused this Contract to be subscribed in its behalf by its duly authorized officers, the day, month, and year written.

SAN BERNARDINO COUNTY

► 
Curt Hagman, Chairman, Board of Supervisors

Dated: SEP 13 2022
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
San Bernardino County
Deputy



STEP UP ON SECOND STREET, INC.

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

By ► 
(Authorized signature - sign in blue ink)

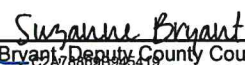
Name Tod Lipka
(Print or type name of person signing contract)

Title Chief Executive Officer
(Print or Type)

Dated: August 25, 2022

Address 1328 Second Street
Santa Monica, CA 90401

FOR COUNTY USE ONLY

Approved as to Legal Form
DocuSigned by:
► 
Suzanne Bryant, Deputy County Counsel
Date August 25, 2022

Reviewed for Contract Compliance
► _____
Date _____

Reviewed/Approved by Department
DocuSigned by:
► 
Martha Zepeda, Deputy Executive Officer
Date August 25, 2022

ATTACHMENT H1 – PROGRAM BUDGET

Budget Detail	July 1, 2022 - June 30, 2023
Personnel Services	
• Executive Oversight	\$19,306
• Director of Housing	\$36,204
• Program Manager	\$28,574
• 6 x FTE Service Coordinator	\$365,764
Subtotal:	\$449,848
Operations	
• Bus passes	\$4,564
• Food cards	\$7,196
• Hygiene kits	\$4,200
• Internal EHR system	\$1,806
• Computers for staff	\$6,006
• Cell phone	\$3,598
• Mileage reimbursement	\$28,798
• Office supplies	\$2,002
• Outreach supplies	\$3,598
• Staff development/training	\$7,994
• COVID PPE	\$602
• Postage, Printing, Shipping	\$420
• Other (Dues/Subs/Fees, Background, Recruit, Other)	\$714
Subtotal:	\$71,498
Administrative	
• Program Administrative Costs	\$52,136
Subtotal:	\$52,136
Total	\$573,482