

**Contract Number**18-550-A2**SAP Number**4400008970

## Community Development and Housing

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|---|---|
| <b>Department Contract Representative</b> | <u>Shanikqua Freeman, Deputy<br/>Director</u> |
| <b>Telephone Number</b>                   | <u>(909) 387-4327</u>                         |
| <b>Contractor</b>                         | <u>Inland Counties Legal Services, Inc.</u>   |
| <b>Contractor Representative</b>          | <u>Darrell K. Moore, Esq.</u>                 |
| <b>Telephone Number</b>                   | <u>(951) 368-2541</u>                         |
| <b>Contract Term</b>                      | <u>08/01/2018 through 06/30/2021</u>          |
| <b>Original Contract Amount</b>           | <u>\$400,000</u>                              |
| <b>First Amendment Amount</b>             | <u>\$170,000</u>                              |
| <b>Second Amendment Amount</b>            | <u>(\$85,670.71)</u>                          |
| <b>Total Contract Amount</b>              | <u>\$484,329.29</u>                           |
| <b>Cost Center/WBSE</b>                   | <u>6210002496 (HDAP)</u>                      |

**IT IS HEREBY AGREED AS FOLLOWS:**

CONTRACT 18-550  
AMENDMENT #2

This Second Amendment to the Contract ("Second Amendment") is made and entered into, by and between the County of San Bernardino, hereinafter referred to as "COUNTY" and Inland Counties Legal Services, Inc. (ICLS), hereinafter referred to as "CONTRACTOR", provides for the alignment of resources and additional time to provide services that further enhance the goals and meet the programmatic needs of Emergency Solutions Grant (ESG) and Housing and Disability Advocacy Program (HDAP), hereinafter referred to as "Programs."

**WHEREAS**, the County has been allocated funds from the State of California Health and Human Services Agency, Department of Social Services (CDSS), to provide disability benefits advocacy services to eligible Housing and Disability Advocacy Program (HDAP) clients; and,

**WHEREAS**, on July 24, 2018, the Board of Supervisors approved Contract No.18-550 ("Contract") between COUNTY and CONTRACTOR to provide said HDAP services; and,

**WHEREAS**, CONTRACTOR desires to provide documentation readiness services, on behalf of COUNTY through ESG program, to qualified, eligible homeless individuals referred through the Coordinated Entry System (CES). Documentation readiness services include the provision of assistance to homeless program participants to acquire documentation such as birth certificates, government-issued identification, military discharge records, and other related documents required to obtain mainstream public benefits (i.e. social security and disability benefits, etc.) and permanent housing;

**WHEREAS**, the Department of Community Development and Housing, or its successor, hereinafter referred to as "CDH", is authorized to act on behalf of COUNTY in administering the ESG program; and,

**WHEREAS**, on October 16, 2018 the Board of Supervisors approved the First Amendment to this Contract (18-550-A1), which authorized COUNTY to fund and disburse additional ESG funds in the amount not-to-exceed \$170,000 to CONTRACTOR during the term of the contract to provide documentation readiness services, as defined in the Scope of Services (Scope); and,

**WHEREAS**, COUNTY is considered a recipient of ESG, Catalogue of Federal Domestic Assistance (CFDA) No. 14.231; and,

**WHEREAS**, COUNTY'S Unique Entity Identifier (DUNS) is 009241659; and,

**WHEREAS**, on or about September 4, 2018, the U. S. Department of Housing and Urban Development (HUD) notified COUNTY of an ESG award in the amount of \$586,904 (Grant #E18UC060503) for program year 2018-19, hereinafter collectively referred to as "County ESG Funds"; and,

**WHEREAS**, CONTRACTOR is considered to be a sub-recipient of COUNTY'S ESG program funded in part by HUD, hereinafter referred to as "County ESG funds" and received eighty-five thousand (\$85,000) of the 2018-19 County ESG funds (Grant #E18UC060503); and,

**WHEREAS**, on July 26, 2017, the State of California, Department of Housing and Community Development (HCD) issued a Notice of Funding Availability (NOFA) and notified COUNTY of a grant award of \$669,276, inclusive of an allocation of \$25,033 for administrative costs. The receipt of the HCD grant funds (State ESG Funds) was subject to the counter-execution of a grant agreement (Grant #17-ESG-11832) with HCD which occurred on April 26, 2018; and,

**WHEREAS**, CONTRACTOR is considered to be a sub-recipient of COUNTY'S ESG program funded, in part, directly by State of California Housing and Community Development Department (HCD), hereinafter referred to as "State ESG funds" and received eighty five thousand dollars (\$85,000) of State ESG funds (Grant #17-ESG-11832); and,

**WHEREAS**, the ESG Program Catalogue of Federal Domestic Assistance (CFDA) for County ESG and State ESG funds is CFDA No. 14.231; and,

**WHEREAS**, CONTRACTOR will provide services to clients meeting "Homelessness" and "At Risk of Homelessness" definitions as defined in 24 CFR Section 576.2; and,

**WHEREAS**, CONTRACTOR will provide services under Section 576.104- Rapid Rehousing Activity of the ESG program; and,

**WHEREAS**, CONTRACTOR will be subject to the ESG one hundred percent (100%) match requirement that may be met by the CONTRACTOR using Housing and Disability Advocacy Program (HDAP) funds; and,

**WHEREAS**, CONTRACTOR will provide services to program participants assessed, prioritized and referred through CES. CONTRACTOR may also refer clients to CES, as a reverse referral, to be properly assessed and prioritized prior to providing documentation readiness services; and,

**WHEREAS**, CONTRACTOR will ensure the program participants are entered by CES, in a timely manner, preferably within 72 hours but no greater than seven (7) days into the County's Homeless Management Information System (HMIS) and will provide a HMIS report for the reporting period a claims requests covers; and,

**NOW, THEREFORE**, in consideration of mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree to this Second Amendment to Contract No. 18-550, as follows:

**1. CONTRACT AMOUNT is hereby amended to read as follows:**

The Original Contract amount of \$400,000, later amended by \$170,000 for a total of \$570,000 will be reduced by \$85,670.71 resulting in a new contract amount of \$484,329.29.

**2. SECTION B - CONTRACTOR RESPONSIBILITIES is hereby amended to read as follows:**

Contractor shall expand the scope of services to include advocacy services and assistance with the application process (i.e. submission, reconsiderations, appeals, etc.) for ESG clients who meet the minimum eligibility criteria for social security and disability benefits.

**3. SECTION I - TERM OF CONTRACT is hereby amended to read as follows:**

The Contract term shall be extended to June 30, 2021:

The ESG funding will expire on August 8, 2020, all expenditures must be incurred on or before August 8, 2020. Contractor must submit reimbursement request(s) related to expenditures to County on or before September 30, 2020.

The HDAP funding will expire on June 30, 2021. Contractor must submit reimbursement request(s) related to expenditures to County on or before July 30, 2021.

All other terms and conditions of Contract No.18-550 remain in full force and effect.

COUNTY OF SAN BERNARDINO

►

Curt Hagman, Chairman, Board of Supervisors

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  
of the County of San Bernardino

By \_\_\_\_\_  
Deputy

INLAND COUNTIES LEGAL SERVICES, INC.

\_\_\_\_\_  
(*Print name of corporation, company, contractor, etc.*)

By ►

\_\_\_\_\_  
(*Authorized signature - sign in blue ink*)

Name Darrell K. Moore, Esq.  
(*Print or type name of person signing contract*)

Title Executive Director  
(*Print or Type*)

Dated: \_\_\_\_\_

Address 1040 Iowa Avenue, Suite 109  
Riverside, CA 92507-2106

**FOR COUNTY USE ONLY**

Approved as to Legal Form

►

Suzanne Bryant, County Counsel

Date \_\_\_\_\_

Reviewed for Contract Compliance

►

Date \_\_\_\_\_

Reviewed/Approved by Department

►

Gary Hallen, Director

Date \_\_\_\_\_