



**AMENDMENT NO. TWO**

**BY AND BETWEEN**

**COUNTY OF LOS ANGELES**

**AND**

**CITY OF MANHATTAN BEACH**

**FOR**

**CITY PLANNING GRANTS – YEAR 2  
IMPLEMENTATION OF CITIES HOMELESSNESS PLANS**

**CONTRACT NUMBER: AO-19-630**

**AMENDMENT NUMBER TWO**  
**BETWEEN**  
**COUNTY OF LOS ANGELES**  
**AND**  
**CITY OF MANHATTAN BEACH**  
**FOR**  
**CITY PLANNING GRANTS – YEAR 2**  
**IMPLEMENTATION OF CITIES HOMELESSNESS PLANS**

This **Amendment Number Two** (“Amendment”) to Contract Number **AO-19-630** (“Contract”) for City Planning Grants – Year 2 Implementation of Cities Homelessness Plans is entered into by and between the County of Los Angeles (“County”) and **City of Manhattan Beach** (“Contractor” or “Consultant”).

**WHEREAS**, on October 3, 2019, the County entered into a Contract with the Contractor to implement cities homelessness plans;

**WHEREAS**, on August 24, 2020, the County Board of Supervisors (Board) was advised via the Homeless Initiatives Quarterly report that the County and Contractor mutually agree to extend the contract term from February 28, 2021 to June 30, 2021;

**WHEREAS**, on December 28, 2020, the Board was advised that the County Chief Executive Office (CEO) would be exercising its delegated authority to extend the contract term from June 30, 2021 to December 31, 2021, to provide additional time for cities and Councils of Governments (COGs) to utilize funds previously allocated to support the Cities’ Homelessness Plans and Innovation Funds Grants;

**WHEREAS**, on February 26, 2021, Amendment Number One was executed by the County and Contractor to extend the term from February 28, 2021 to December 31, 2021 and to amend Exhibit A, Statement of Work, of the Contract, to add tasks at no additional cost;

**WHEREAS**, on July 13, 2021, the Board approved the County Fiscal Year 2021-22 Homeless Initiative funding recommendations by the CEO and delegated authority to the County Chief Executive Officer, or her designee, subject to review and approval as to form by County Counsel, to prepare, execute and amend agreements with COGs and cities with authority to increase contract sums up to ten percent subject to sufficient Measure H funding; and

**WHEREAS**, the County and Contractor mutually agree that it is to both of their benefit to increase the maximum compensation by \$14,519 for a maximum total contract cost not to exceed \$345,185; and to modify Exhibit A1, Statement of Work, of the Contract, to expand

certain target outcomes under Task II; and to amend Exhibit B, Pricing Schedule, of the Contract, to add Measure H Bridge Funding in the amount of \$14,519 to the total amount of the contract; and to update certain standard County contract terms and conditions in the Contract.

**NOW, THEREFORE**, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, and effective upon full execution, it is agreed between the parties that the Contract shall be amended as follows:

1. **PARAGRAPH 8, STANDARD TERMS AND CONDITIONS**, Subparagraph 8.18, Facsimile Representations, shall be deleted in its entirety and replaced as follows:

**8.18 Counterparts and Electronic Signatures and Representations**

This Contract may be executed in two or more counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same Contract. The facsimile, email or electronic signature of the Parties shall be deemed to constitute original signatures, and facsimile or electronic copies hereof shall be deemed to constitute duplicate originals.

The COUNTY and the CONTRACTOR hereby agree to regard electronic representations of original signatures of authorized officers of each party, when appearing in appropriate places on the Amendments prepared pursuant to Paragraph 8.1 (Amendments) and received via communications facilities (facsimile, email or electronic signature), as legally sufficient evidence that such legally binding signatures have been affixed to Amendments to this Contract.

2. **PARAGRAPH 8, STANDARD TERMS AND CONDITIONS**, Subparagraph 8.57 Prohibition from Participation in Future Solicitation(s), shall be added as follows:

**8.57 Prohibition from Participation in Future Solicitation(s)**

Neither a Contractor, subsidiary of nor Subcontractor to Contractor, nor a Proposer shall participate, in any way, in any future solicitations conducted by County that includes, or is based upon any services rendered by the Contractor/Proposer under this Agreement. As this prohibition applies to Subcontractors of the Contractor, the Contractor shall notify any Subcontractors providing services under this Agreement of this prohibition before they commence work. Any response to a solicitation submitted by the Contractor/Proposer, or by any subsidiary of or Subcontractor to the Contractor/Proposer in violation of this provision shall be rejected by County. This provision shall survive the expiration, or other termination of this Agreement.

3. **EXHIBIT A1, Statement of Work**, of the Contract, shall be replaced in its entirety by **EXHIBIT A2, Statement of Work**, attached hereto and incorporated herein by reference.
4. Any and all remaining references to EXHIBIT A1, Statement of Work in the Contract, its Table of Contents, and in any Amendment and Exhibits shall now be references to EXHIBIT A2, Statement of Work.
5. **EXHIBIT B, Pricing Schedule**, of the Contract, shall be deleted in its entirety and replaced by **EXHIBIT B1-a** and **EXHIBIT B1-b, Pricing Schedule**, attached hereto.
6. Any and all remaining references to EXHIBIT B, Pricing Schedule in the Contract, its Table of Contents, and in any Amendment and Exhibits shall now be references to EXHIBIT B1-a and EXHIBIT B1-b, Pricing Schedule.

All other Contract terms remain in full force and effect.

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**IN WITNESS THEREOF**, CONTRACTOR has caused this Amendment Number Two to Contract Number AO-19-630 to be executed by its duly authorized representative, and County has caused this Amendment Number Two to Contract Number AO-19-630 to be executed by the Chief Executive Officer, or her designee, on the date written below.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
FESIA A. DAVENPORT                      Date  
Chief Executive Officer

APPROVED AS TO FORM:

RODRIGO A. CASTRO-SILVA  
County Counsel



By \_\_\_\_\_  
AMIE S. PARK  
Deputy County Counsel

CONTRACTOR

By \_\_\_\_\_  
City of Manhattan Beach

Name: \_\_\_\_\_  
Printed or Typed

Title: \_\_\_\_\_  
Printed or Typed

## STATEMENT OF WORK

### City of Manhattan Beach City Homelessness Plan Implementation Grant

#### Section I. Overview

On August 17, 2015, in response to the growing crisis of homelessness, the Los Angeles County Board of Supervisors launched the Homeless Initiative (HI) to prevent and combat homelessness which continues to pervade our communities. An unprecedented collaborative planning process resulted in a comprehensive plan consisting of 47 strategies. Recognizing the need to sustain the HI strategies, the Board of Supervisors approved the Measure H ordinance that identifies 21 of the 51 HI strategies as eligible for funding through Measure H. On March 7, 2017, the voters approved Measure H.

Since the inception of the HI in 2015, collaboration and engagement with the 88 cities in the County has been a major priority for the County. Cities play a critical role in ensuring that the impact of these strategies is maximized. Cities have jurisdiction over housing and land use for about 90% of the countywide population, and thus play a vital role in developing affordable housing and interim housing.

In 2017, the Board of Supervisors approved funding to cities to develop their own homelessness plans. In 2018, participating cities submitted their homelessness plans. In September 2018, the Board of Supervisors approved \$9 million in Measure H funding for the HI and United Way Home for Good Funders Collaborative to issue a Request for Proposals (RFP) for the cities to implement their homelessness plans, either as individual cities or multi-jurisdictional partners.

The Cities of Manhattan Beach, Hermosa Beach, and Redondo Beach ("South Bay Beach Cities") collectively have a population of over 123,000 residents (Manhattan Beach: 35,741, Hermosa Beach: 19,653, and Redondo Beach: 67,908). Beach Cities is part of the County's Service Planning Area (SPA) 8 and the Fourth Supervisorial District. Based on the 2019 Greater Los Angeles Homeless Count, the combined homelessness for these cities remained the same (237 total) in comparison to it increasing regionally in SPA 8 (Los Angeles Continuum of Care geography) by 6% (4,138 to 4,388).

Funded by the County of Los Angeles, each Beach City developed its own independent Homelessness Plan. Common elements from all three were analyzed to create a task list for this Homelessness Implementation Grant. This includes:

- Creation of detailed internal city protocols in response to homelessness.
- Creation of consistent system-level response between the three cities to serve people experiencing homelessness in the Beach Cities travel along the Pacific Coast Highway corridor to adjacent cities.
- Engagement training for first responders (Beach Cities Police Departments) and city staff who come in frequent contact with those experiencing homelessness.
- Awareness training of what homelessness looks like in the Beach Cities for the rest of the city staff, along with a consistent set of service referral protocols.
- Strengthening ties with the Coordinated Entry System (CES) and other sub-regional resources to take full advantage of all the services offered through the CES.

- Expanding community stakeholders, including but not limited to, the faith community, business sector, and public schools.
- Provide information to the general public about homelessness through various city-specific communication vehicles, and
- Hold annual Homelessness Roundtables.

## **Section II. Objectives and Program Description**

- ☐ Priority Area 1 - Increase the supply of supportive and interim housing for people experiencing homelessness
- ☒ Priority Area 2 - Enhance the effectiveness of County service systems for those experiencing and/or at-risk of homelessness.

Through the City Homelessness Plan Implementation Grant, the South Bay Beach Cities Homelessness program will consist of a Homeless Coordinator/City Liaison who will be sub-contracted to leverage the cities' fiscal and administrative resources to systematize, coordinate and help oversee multi-sectoral homeless efforts to enhance and expand regional access to services. Working in strong coordination with the Beach City Leadership, the Homeless Coordinator/City Liaison will help develop and implement internal city-level homelessness response protocols and Beach City Regional response; tailor training material and lead training sessions with staff; and plan and hold the Annual Homelessness Stakeholder Roundtables.

Additionally, two Homeless Navigators/Case Managers will be sub-contracted to assist homeless individuals and families by completing the CES Assessment; maintain case notes in Los Angeles Homeless Services Authority's (LAHSA) Homeless Management Information System (HMIS); get participants "document ready"; and make successful referrals to interim housing, treatment centers, and permanent housing. Over the 27-month contract, at least 200 Beach Cities' homeless residents will receive case management and will be documented per LAHSA's standards. These targets are consistent with LAHSA's performance outcomes.

Each city will be responsible for:

- Providing a homelessness point of contact to coordinate activities internally (e.g., Governing Boards, executive management, city departments) and externally (e.g., with CES, the general public, etc.).
- Working with the subcontracted Homeless Coordinator/Liaison to develop internal city protocols, individualized city-level training, and other city-coordination activities.
- Providing connections and establishing collaboration with the city's key community stakeholders.
- Actively participate in monthly management meetings as part of the contract oversight.
- Working in collaboration with the subcontracted Homeless Coordinator/Liaison on cities' annual Homelessness Stakeholder Roundtable meeting(s).
- Serving as an Opt In City for the annual homeless counts.

Lastly, the City of Manhattan Beach, as the lead city contractor with the County, is responsible for the contract and financial administrative functions of this contract.

The Beach Cities envision the following ultimate changes:

- Establish a unified approach to providing homelessness services for its sub-region.
- Ensure the City staff understanding of homelessness and how to make effective referrals.

- Decrease the time it takes to move people off the streets.
- Reduce frequency of public safety responses for chronic homeless services cases.
- Strengthen the community's engagement and quality of input on Citywide initiatives, through enhanced public education efforts on the subjects of local and regional homelessness issues, resources and strategies.
- Over time, see a reduction in both the visible and hidden homeless population.

The Contracted Homeless Coordinator/City Liaison and Homeless Navigators/Case Managers for the South Bay Beach Cities Homelessness program will help develop the homelessness leadership and infrastructure within each city, along with its response to those experiencing homelessness. The contracted Homeless Coordinator/City Liaison will oversee the two navigators/case managers. As mentioned above, they will outreach to, CES assess, and get participants "document ready." They will complete the necessary formal documentation to refer participants into treatment programs, interim housing, and permanent housing program components that are appropriate for their unique situation. Once accepted, that agency providing the service is then responsible for a specific set of activities; included in this for permanent housing programs is increasing a participant's income, assisting with finding an apartment and helping with landlord engagement, all move-in costs and other client aid including rental subsidies, and finally, providing "wrap-around" retention services using critical time intervention techniques.

### Section III. Tasks

#### Task I: Develop the necessary agreements to implement the program.

Program Component: Homeless Coordinator/City Liaison and Navigators/Case Managers	
ACTIVITIES	TARGET OUTCOME: DUE DATE
1. Select subcontractor to staff City Homeless Coordinator/Liaison and Homeless Navigators/Case Managers; submit copy of draft subcontractor agreement for County approval.	Executed subcontractor agreements: 60 days after contract execution.

#### Task II: Implement the program.

These activities shall describe the activities required over the entire life of the contract.

Program Component: South Bay Beach Cities Homelessness Project		
Activities	Metrics	Target Outcomes
1. <u>Administrative: Attending Meetings</u> Beach City Leadership shall attend these meetings: a. Monthly Beach Cities Management b. Bi-monthly South Bay Cities Council of Governments (SBCCOG) Homeless Services Task Force	N/A	Narrative included in the quarterly report detailing this activity.



<p>2. <u>Administrative: Attending Meetings</u> Contracted City Homeless Coordinator/Liaison shall attend these meetings:</p> <ul style="list-style-type: none"> <li>a. Monthly Beach Cities Management (chairs it)</li> <li>b. Bi-monthly SBCCOG Homeless Services Task Force</li> <li>c. Monthly South Bay Coalition to End Homelessness (SBCEH) General Meeting</li> </ul>	<p>1. Beach Cities Management Meeting Agenda, Action Item List</p>	<p>16 Agendas and Action Item Lists</p>
<p>3. <u>Coordination: City-Level Response</u> Beach City Leadership shall develop and implement its city-level protocol response to homelessness</p>	<ul style="list-style-type: none"> <li>a. City Report</li> <li>b. Number of policies and procedures developed and implemented</li> </ul>	<p>3 reports, one per city in or before sixth quarter</p>
<p>4. <u>Coordination: Beach City Regional Response</u> Beach City Leadership and Contracted City Homeless Coordinator/Liaison shall develop Beach Cities regional response to homelessness.</p>	<ul style="list-style-type: none"> <li>a. Beach Cities Regional Response report</li> <li>b. Number of policies and procedures developed and implemented</li> </ul>	<p>Narrative included in the quarterly report detailing progress on this activity.</p>
<p>5. <u>Coordination: City Staff Training</u> Contracted City Homeless Coordinator/Liaison with the Beach City Leadership shall:</p> <ul style="list-style-type: none"> <li>a. Tailor County and other homelessness curriculum/overviews to reflect homelessness in the Beach Cities</li> <li>b. Refer to other training programs, such as First Responder, Mental Health Aid First, LAHSA Training Academy</li> </ul>	<ul style="list-style-type: none"> <li>a. Modified Homelessness Overview and Training for employees with frequent interface with people at risk or experiencing homeless.</li> <li>b. Modified Homeless Overview and Training for the remaining city staff.</li> <li>c. Strategy/schedule for training city staff.</li> <li>d. Number of trainings</li> <li>e. Summary of topics covered, number of participating departments and staff, and action items</li> </ul>	<p>3 Training Strategy/schedules: 1 per city</p> <p>100% of Depts that interface with people at risk or experiencing homelessness will complete training</p>
<p>6. <u>Coordination: Constituent "Awareness" Communications</u> Beach Cities Leadership shall develop a communications strategy for its constituents for messaging homelessness "fast facts," accessing or referring to services</p>	<ul style="list-style-type: none"> <li>a. City Communications Strategy including, but not limited to, City websites, stakeholder meetings, etc.</li> <li>b. Number of hits at website pertaining this Strategy information</li> </ul>	<p>Narrative included in the quarterly report detailing progress on this activity.</p>

<p>7. <u>Coordination: Annual Homelessness Stakeholder Roundtable</u> Contracted City Homeless Coordinator shall plan and convene local stakeholder Roundtable for each participating City</p>	<p>a. Number of Summits b. Summary of Summits including focus, topics covered, speakers, audience attended, and outcomes.</p>	<p>Narrative included in the quarterly report detailing progress on this activity.</p>
<p>8. <u>Coordination: Strengthening City Stakeholders</u> Contracted City Homeless Coordinator shall connect with city internal and external stakeholders to (1) inform them about services available and how to refer to them; (2) align stakeholder-provided services with the City's homeless efforts.</p>	<p>a. Prioritized contact list of community referrals b. Stakeholder Meetings c. Number of referrals resulting from individual cities</p>	<p>3 Prioritized contact lists, 1 per city</p>
<p>9. <u>Coordination: Homeless Count</u> Each City serves as an Opt in City for the annual Greater Los Angeles Homeless Count.</p>	<p>a. Signed MOU with LAHSA b. Number of volunteers recruited c. Provision of deployment site(s) d. Selection of coordinator(s) to operate the site</p>	<p>Signed MOU by November 30, 2019. 3 Deployment sites, 1 per city</p>
<p>10. <u>Engagement: Outreach</u> Contracted Homeless Navigator/Case Manager shall establish relationships with those experiencing homelessness in the Beach Cities.</p>	<p>Number of CES Assessments completed</p>	<p>200 Completed CES Assessments  100% HMIS and hardcopy case compliant</p>
<p>11. <u>Engagement: Document Ready</u> Contracted Homeless Navigators/Case Managers shall assist the homeless participant attain needed documents to secure and maintain services and housing a.</p>	<p>Number of unduplicated clients served by various documentation category</p>	<p>120 participants</p>
<p>12. <u>Engagement: Successful Referrals</u> Contracted Homeless Navigators/Case Managers shall make successful referrals to applicable programs (i.e., the referral is accepted by the receiving program).</p>	<p>a. Number of unduplicated referrals made to Interim Housing b. Number of unduplicated referrals made to permanent housing c. Number of unduplicated referrals made to treatment programs</p>	<p>60 participants successfully referred into Interim Housing  60 participants successfully referred into Stable Housing  50 participants successfully referred into Treatment Programs</p>

#### Section IV. Staffing

*Provide description of staff roles that directly support the successful implementation of the funded program.*

South Bay Beach Cities Homelessness Project (Priority Area 2)		
City of Manhattan Beach	Homeless Liaison	<ul style="list-style-type: none"><li>• Administer City Homelessness Plan Implementation Grant titled, "South Bay Beach Cities Homelessness Project."</li><li>• Lead City liaison for program management and South Bay Beach Cities coordination.</li></ul>
City of Manhattan Beach	City Manager	<ul style="list-style-type: none"><li>• Oversight of City program, assignment of key staff to work program, liaison to City Council for program initiatives and funding requests.</li></ul>
City of Manhattan Beach	City Attorney	<ul style="list-style-type: none"><li>• Interpret City policy and State Law regarding homeless services.</li></ul>
City of Manhattan Beach	Chief of Police	<ul style="list-style-type: none"><li>• Provide input on homeless activities and supervise captains assigned to homelessness.</li></ul>
City of Manhattan Beach	Police Captain	<ul style="list-style-type: none"><li>• Provide input on homeless activities and supervise captains assigned to homelessness.</li><li>• Participate in monthly regional management meetings with beach cities.</li><li>• Supervise police officers assigned to homelessness.</li></ul>
City of Manhattan Beach	Police Officer #1 (assigned to homelessness)	<ul style="list-style-type: none"><li>• Conduct referrals for homeless street outreach.</li><li>• Provide input on outreach strategies and deployment.</li><li>• Facilitate ride-a-longs for contracted outreach providers.</li><li>• Primary community Public Safety deployment for homeless outreach and enforcement.</li></ul>
City of Manhattan Beach	Police Officer #2 (assigned to homelessness)	<ul style="list-style-type: none"><li>• Conduct referrals for homeless street outreach.</li><li>• Provide input on outreach strategies and deployment.</li><li>• Facilitate ride-a-longs for contracted outreach providers.</li><li>• Primary community Public Safety deployment for homeless outreach and enforcement.</li></ul>
City of Manhattan Beach	Park Ranger	<ul style="list-style-type: none"><li>• Monitor homeless activity at parks and provide homeless outreach referrals to subcontractors.</li></ul>
City of Manhattan Beach	Older Adults Supervisor	<ul style="list-style-type: none"><li>• Engage with older adults experiencing homelessness and conduct referrals to subcontractors.</li></ul>

City of Redondo Beach	City Manager	<ul style="list-style-type: none"> <li>• Oversight of City program, assignment of key staff to work program, liaison to City Council for program initiatives and funding requests.</li> </ul>
City of Redondo Beach	Community Services Director	<ul style="list-style-type: none"> <li>• Lead City liaison for program management and South Bay Beach Cities coordination.</li> </ul>
City of Redondo Beach	Community Service Police Officer	<ul style="list-style-type: none"> <li>• Primary community Public Safety deployment for homeless outreach and enforcement. Facilitates ride-a-longs for DMH and contracted outreach providers.</li> </ul>
City of Redondo Beach	Community Service Police Commander #1	<ul style="list-style-type: none"> <li>• Interpret and implement City policy and State Law regarding homeless service calls. Liaison with DMH for caseworker assignment. Coordinate client status and strategies with contracted outreach providers.</li> </ul>
City of Redondo Beach	Community Service Police Commander #2	<ul style="list-style-type: none"> <li>• Interpret and implement City policy and State Law regarding homeless service calls. Liaison with DMH for caseworker assignment. Coordinate client status and strategies with contracted outreach providers.</li> </ul>
City of Hermosa Beach	Assistant to the City Manager	<ul style="list-style-type: none"> <li>• Lead City liaison for program management and South Bay Beach Cities coordination</li> </ul>
City of Hermosa Beach	Management Analyst	<ul style="list-style-type: none"> <li>• Support role to the Lead City Liaison for program management and South Bay Beach Cities coordination.</li> </ul>
City of Hermosa Beach	Police Lieutenant	<ul style="list-style-type: none"> <li>• Provide input on outreach strategies and deployment.</li> <li>• Facilitate ride-a-longs for DMH and contracted outreach providers.</li> <li>• Staff and speak at stakeholder and community meetings as needed.</li> </ul>
City of Hermosa Beach	Police Sergeant	<ul style="list-style-type: none"> <li>• Provide input on outreach strategies and deployment.</li> <li>• Facilitate ride-a-longs for DMH and contracted outreach providers.</li> <li>• Staffing of Homeless Count and volunteer deployment.</li> <li>• Staff stakeholder and community meetings as needed.</li> </ul>
City of Hermosa Beach	Police Officer	<ul style="list-style-type: none"> <li>• Staff ride-a-longs for DMH and contracted outreach providers.</li> <li>• Staffing of Homeless Count and volunteer deployment.</li> </ul>

## Section V. Deliverables

### Report Schedule

<b>Deliverable</b>	<b>Due Date</b>																		
I. Provide copy of any subcontracted agreements necessary to implement the funded program.	Within 60 days of contract execution (if an early payment is needed to start implementing the program, this deliverable can be submitted earlier)																		
II. Submit Quarterly Reports and supporting documents.	<table><tr><td><b>Reporting Period</b> Dates to depend on the date of contract execution</td><td><b>Submit Report</b></td></tr><tr><td>October 9, 2019 – December 31, 2019</td><td>January 31, 2020</td></tr><tr><td>January 1, 2020– March 31, 2020</td><td>April 30, 2020</td></tr><tr><td>April 1, 2020 – June 30, 2020</td><td>July 30, 2020</td></tr><tr><td>July 1, 2020 – September 30, 2020</td><td>October 31, 2020</td></tr><tr><td>October 1, 2020 – December 31, 2020</td><td>January 31, 2021</td></tr><tr><td>January 1, 2021– March 31, 2021</td><td>April 30, 2021</td></tr><tr><td>April 1, 2021 – June 30, 2021</td><td>July 30, 2021</td></tr><tr><td>July 1, 2021 – September 30, 2021</td><td>October 31, 2021</td></tr></table>	<b>Reporting Period</b> Dates to depend on the date of contract execution	<b>Submit Report</b>	October 9, 2019 – December 31, 2019	January 31, 2020	January 1, 2020– March 31, 2020	April 30, 2020	April 1, 2020 – June 30, 2020	July 30, 2020	July 1, 2020 – September 30, 2020	October 31, 2020	October 1, 2020 – December 31, 2020	January 31, 2021	January 1, 2021– March 31, 2021	April 30, 2021	April 1, 2021 – June 30, 2021	July 30, 2021	July 1, 2021 – September 30, 2021	October 31, 2021
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April 1, 2021 – June 30, 2021	July 30, 2021																		
July 1, 2021 – September 30, 2021	October 31, 2021																		
III. Submit Final Report	Prior to contract expiration: December 31, 2021																		

Quarterly Reports and Invoices shall be submitted to County Chief Executive Office - Homeless Initiative at the following email address: [HomelessInitiativeCities@lacounty.gov](mailto:HomelessInitiativeCities@lacounty.gov)

## PRICING SCHEDULE

**Total contract sum is \$345,185 to be paid by County of Los Angeles. The County will pay up to 1/4 of the total contract sum amount upon execution of the subcontracts necessary to perform contract services. The remaining contract sum shall be paid out based on reimbursable charges over the term of the agreement.**

<b>NON - PERSONNEL COSTS</b>	
<b>Sub-Contract Costs (<u>Priority Area 2</u>)</b>  Cities shall submit any subcontract agreements to the County for review and approval before payment may be issued for this cost.  Homeless Coordinator/Liaison and supplies (1 FTE) Homeless Navigators/Case Managers and supplies (2 FTE)	<b>Total Cost not to exceed</b>  \$338,572
Administrative Costs (no more than 10% of the total contract sum and all costs approved by the County are reimbursable upon proof of expenditure) <i>Lead City's Administrative Cost at 2%</i>	<b>Total Cost not to exceed</b>  \$6,613
<b>SUBTOTAL (NON- PERSONNEL COSTS)</b>	<b>\$345,185</b>
<b>TOTAL CONTRACT SUM</b>	<b>\$345,185</b>

\*Changes within line items and/or categories require written authorization from the County Project Manager. Written authorization may be defined to include letter, email, and fax. A contract amendment is not required for changes within line items and/or categories.

**CITY MATCH COMMITMENT:** Priority Area 2 programs require city matching funds to ensure that the entire program is implemented. Below is an itemized list of contributions that the City(ies) committed to provide for the awarded program.

<b>South Bay Beach Cities Homelessness Project</b>		
<b>PERSONNEL COSTS</b>		
<b>Position Title</b>	<b>No. of Hours to be worked over the life of contract (#FTE)</b>	<b>Total Cost to the City (\$)</b>
City of Manhattan Beach - Homelessness Liaison	390 hours (0.125 FTE)	\$33,965
City of Manhattan Beach – City Manager	13 hours (0.004 FTE)	\$8,848
City of Manhattan Beach – City Attorney	13 hours (0.004 FTE)	\$8,094
City of Manhattan Beach – Chief of Police	13 hours (0.004 FTE)	\$9,819
City of Manhattan Beach – Police Captain	117 hours (0.037 FTE)	\$24,069
City of Manhattan Beach – Police Officer #1	59 hours (0.02 FTE)	\$18,551
City of Manhattan Beach – Police Officer #2	59 hours (0.02 FTE)	\$18,551
City of Manhattan Beach – Park Ranger	78 hours (0.025 FTE)	\$6,996
City of Manhattan Beach – Older Adults Supervisor	78 hours (0.025 FTE)	\$7,335
City of Redondo Beach – City Manager	78 hours (0.025 FTE)	\$8,700
City of Redondo Beach - Community Service Director	156 hours (0.05 FTE)	\$6,250
City of Redondo Beach - Community Service Police Officer	1560 hours (0.5 FTE)	\$61,500
City of Redondo Beach - Community Service Police Commander #1	156 hours (0.05 FTE)	\$8,250
City of Redondo Beach - Community Service Police Commander #2	156 hours (0.05 FTE)	\$7,800
City of Hermosa Beach - Assistant to the City Manager	156 hours (0.05 FTE)	\$6,240
City of Hermosa Beach – Management Analyst	156 hours (0.05 FTE)	\$6,240
City of Hermosa Beach – Police Lieutenant	390 hours (0.125 FTE)	\$20,000
City of Hermosa Beach – Police Sergeant/Officer	390 hours (0.125 FTE)	\$20,000
<b>SUBTOTAL (PERSONNEL COSTS)</b>		<b>\$281,208</b>

<b>NON - PERSONNEL COST</b>	
<b>Program Services</b> Cash matching fund (City of Hermosa Beach)	<b>Total Cost to the City</b> \$5,000
<b>Other In-Kind Match Items</b> Supplies, facility, etc.	
<b>Other In-Kind Leverage Items</b> For example, provider donating services	
<b>SUBTOTAL (NON- PERSONNEL COSTS)</b>	\$5,000
<b>TOTAL CITY COMMITMENT</b>	<b>\$286,208</b>