

SECOND AMENDMENT TO
CITY OF CORONA
PROFESSIONAL SERVICES AGREEMENT
WITH KINGDOM CAUSES, INC. DBA CITY NET
(FY 2022 COLLABORATIVE HOMELESS SERVICES)

1. PARTIES AND DATE.

This Second Amendment to Professional Services Agreement (“Second Amendment”) is made and entered into this 16th day of February, 2022 by and between the City of Corona (“City”) and Kingdom Causes, Inc., DBA City Net, a California Domestic Nonprofit Corporation (“Consultant”). City and Consultant are sometimes individually referred to as “Party” and collectively as “Parties” in this Second Amendment.

2. RECITALS.

2.1 Agreement. City and Consultant entered into that certain Professional Services Agreement for FY 2022 Collaborative Homeless Services dated July 1, 2021 (“Agreement”), whereby Consultant agreed to provide homeless street outreach, engagement, case management, motel voucher emergency shelter and Make It Cozy program services in the City of Corona (“Corona Services”) and in the City of Norco (“Norco Services”).

2.2 First Amendment – Corona Services. On October 6, 2021, City and Consultant amended the Agreement for the first time to expand the Corona Services to include expanded Motel Voucher Emergency Shelter Program services to support referrals from the Corona Police Department in the event the Path of Life Shelter and/or City of Corona Harrison Shelter are not available due to health and safety issues, such as COVID-19, or due to shelter bed utilization rates.

2.3 Second Amendment – Corona Services. City and Consultant desire to amend the Agreement for a second time to expand Corona Services to include one part-time dispatch case manager, two additional full time case managers and expanded outreach, engagement, housing navigation, Motel Emergency Shelter Program and Whatever-It-Takes supportive services to facilitate client transitions from the streets to shelter and permanent housing, as well as community engagement staff to support regional and local events and meetings with the City of Corona.

3. TERMS.

3.1 Exhibit “A” (Scope of Services for City of Corona). Exhibit “A” (Scope of Services for City of Corona) of the Agreement is hereby amended to add those services provided in Exhibit “2A” (Scope of Services for City of Corona – Expanded Case Management, Motel Emergency Shelter and Supportive Services) attached hereto and incorporated herein by reference.

3.2 Exhibit “C” (Compensation - City of Corona). Exhibit “1C” (Compensation - City of Corona) of the Agreement is deleted in its entirety and replaced with Exhibit “2C” (Compensation - City of Corona) attached hereto and incorporated herein by reference.

3.3 Rates & Total Compensation. Section 3.3 of the First Amendment to the Agreement is hereby deleted in its entirety and replaced with the following:

“Consultant shall receive compensation, including authorized reimbursements, for the Corona Services rendered under this Agreement at the rates set forth in Exhibit ”2C” as attached. Consultant shall receive compensation, including authorized reimbursements, for the Norco Services rendered under this Agreement at the rates set forth in Exhibit” C-1” of the Agreement. The total compensation, including authorized reimbursements, for the Services shall not exceed One Million Seven Hundred Eighty-Four Thousand Six Hundred Twenty-Eight and 31/100 (\$1,784,628.31) ~~One Million Four Hundred Twenty-Eight Thousand Two Hundred Ninety Nine Dollars (\$1,428,299)~~ (“Total Compensation”), without written approval of City’s Representative. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.”

3.4 Continuing Effect of Agreement. Except as amended by this Second Amendment, all provisions of the Agreement shall remain unchanged and in full force and effect. From and after the date of this Second Amendment, whenever the term “Agreement” appears in the Agreement, it shall mean the Agreement as amended by this Second Amendment.

3.5 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Second Amendment.

3.6 Counterparts. This Second Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

[SIGNATURES ON FOLLOWING PAGE]

**CITY OF CORONA’S SIGNATURE PAGE FOR
SECOND AMENDMENT TO
CITY OF CORONA
PROFESSIONAL SERVICES AGREEMENT
WITH KINGDOM CAUSES, INC. DBA CITY NET
(FY 2022 COLLABORATIVE HOMELESS SERVICES)**

IN WITNESS WHEREOF, the Parties have entered into this Second Amendment to Professional Services Agreement as of the 16th day of February, 2022.

CITY OF CORONA

By: _____
Jacob Ellis
City Manager

Reviewed By:

Karen Roper
Homeless Solutions Manager

Reviewed By:

Scott Briggs
Purchasing Manager

Attest:

Sylvia Edwards
City Clerk

**CONSULTANT'S SIGNATURE PAGE FOR
SECOND AMENDMENT TO
CITY OF CORONA
PROFESSIONAL SERVICES AGREEMENT
WITH KINGDOM CAUSES, INC. DBA CITY NET
(FY 2022 COLLABORATIVE HOMELESS SERVICES)**

**KINGDOM CAUSES, INC. DBA CITY NET
A CALIFORNIA NON-PROFIT CORPORATION**

By:

Brad Fieldhouse
President/Executive Director

**EXHIBIT “2A”
SCOPE OF SERVICES
FOR CITY OF CORONA
EXPANDED CASE MANAGEMENT,
MOTEL EMERGENCY SHELTER AND SUPPORTIVE SERVICES**

“Exhibit “A” (Scope of Services for City of Corona) of the Agreement is hereby amended to add those services provided below. All other terms and conditions outlined in Exhibit “A” of the Agreement and Exhibit “1A” of the First Amendment to the Agreement remain unchanged.

Program Goals and Objectives

City Net will provide expanded Outreach, Engagement, Housing Navigation, Whatever-It-Takes Supportive Services to facilitate housing placements and expanded Motel Voucher Emergency Shelter Program services to address unmet needs of Corona’s homeless population.

Description of Services

- ✓ City Net will increase Case Management staff from 2 to 4 FTEs with schedules as follows:
 - The 2 new Case Managers will work the following schedule: Saturday through Wednesday from noon to 8:30 pm.
 - The existing 2 Case Managers will continue to work the following schedule ~~of~~: Monday through Friday from 7:00 am to 3:30 pm.
- ✓ City Net will provide a part-time Dispatch Case Manager who will respond to recorded and live inquiries so that the 4 Case Managers can focus on outreach, engagement, case management, and housing navigation services for street homeless and motel shelter clients.
- ✓ City Net will provide part-time community engagement staff to support regional and local events and meetings with the City of Corona. Examples include Riverside County Continuum of Care Meetings, City of Corona Homeless Strategic Plan Working Group meetings, regional Point in Time Count of the Homeless, special law enforcement events, and other meetings and events as may be needed.
- ✓ City Net will provide expanded Motel Voucher Emergency Shelter Program services to support provision of additional shelter during the winter months as well as to address unmet shelter needs in Corona. Motel Shelter capacity will be expanded from 20 rooms up to 30 rooms per night. City Net will manage motel shelter room capacity within the program budget.
- ✓ City Net will provide expanded Whatever-It-Takes supportive services to facilitate crisis stabilization and successful placements in permanent housing, including security deposits, first/last month’s rent, landlord incentives, moving costs/relocations, and other supportive services.

**EXHIBIT "2C"
COMPENSATION
CITY OF CORONA**

Labor – A: Program Supervisor, Case Managers for Outreach, Engagement, and Case Management, <u>Housing Navigation</u> , Executive Leadership, Finance and Billing, Human Resources, Operations, Data Entry and Reporting				
\$137,511 <u>178,358.00</u>				
Labor Increase				\$40,847
A1:				<u>50,760.81</u>
Revised Labor Sub-total –				\$178,358
A2:				<u>229,118.81</u>
Operations and Program Expenses - B: Materials and Supplies for PPE, Client services for emergency supplies <u>and</u> <u>"whatever-it-takes" client needs</u> (food cards, clothing, blankets/bedding, hygiene items, <u>landlord incentives</u> , <u>moving costs</u> /relocations, rental assistance and move-in costs for rapid rehousing, <u>permanent housing</u> , sober living homes, room and board, <u>shared housing</u> rooms for rent, local transportation, program fees, employment equipment, and documentation); Client transport: vehicle lease, gas, vehicle insurance, maintenance; Motel room rental and room tax, Motel damages and pet fees; and Make It Cozy storage/warehouse license fee, license insurance, building maintenance/repairs, and miscellaneous program expenses, Office space separate from Corona PD staffing offices. Space is for confidential client files and materials/supplies storage; phones, computers, and equipment; uniforms, copies, forms, office supplies, equipment; IT support and client management software licenses; financial audit; and liability insurance.				
\$643,751 <u>672,587.00</u>				
Operations and Program Expenses - Client Services Increase B1:				\$28,836
				<u>273,174.93</u>
Revised Operations and Program Expenses - Client Services Subtotal – B2:				\$672,587
				<u>945,761.93</u>
Revised Corona Project Expenses (A2+B2):				\$850,945
				<u>1,174,880.74</u>
Administrative Expenses - C: City Net Indirect Costs - 10% of project expenses: includes general expenses incurred by City Net but not directly borne by the project (utilities, taxes, other types of required insurance, legal, staff development, communications, contingencies, etc.).				
City Net Indirect Administrative Expenses Increase C1:				\$6,968
				<u>32,393.57</u>
Revised City Net Indirect Administrative Expenses Subtotal C2:				\$85,094
				<u>117,487.57</u>
Original Corona Compensation Total (A+B+C):				\$859,388
				<u>936,039.00</u>
Subtotal of Corona Budget Increase (A1+B1+C1):				\$76,651
				<u>356,329.31</u>
Revised Total City of Corona Budget (A2+B2+C2):				\$936,039
				<u>1,292,368.31</u>
Labor				
Title/Role	Description/Shift	Fully Loaded Hourly Compensation*	Hours Per Week	Weeks
Program Supervisor	Staff supervision, scheduling, project management	\$34.00	4 Original Agreement ----- Motel Activation Amendment = Increase of 2 additional hours up to 76.50 additional hours per week	52 Original Agreement ----- Motel Activation Amendment Period for increased hours = 38.14 weeks
Case Manager	1 staff x 5 days (outreach, engagement, case management, housing navigation and supportive services)	\$24.50	40	52
Case Manager	1 staff x 5 days (outreach, engagement, case management,	\$24.50	40	52

	housing navigation and supportive services)			
<u>Weekend Case Manager</u>	<u>Motel weekend coverage as needed</u>	\$37.81	4	52
Data Entry Reporting	<u>HMIS data entry</u>	\$22.00	4	52
<u>Dispatch Case Manager</u>		<u>\$27.00</u>		
Operations	<u>Inventory, purchasing, technical support</u>	\$24.00	2	52
Finance and Billing	<u>Payroll, billing</u>	\$27.60	2	52
Human Resources	<u>Staff recruiting, hiring, training, disputes</u>	\$28.00	2	52
<u>Community Engagement</u>		<u>\$25.44</u>		
Executive Leadership	<u>Project oversight, quality control, communications, compliance</u>	\$75.00	2	52
<p>* <u>The City's City Manager may authorize an increase in the hourly compensation rates if he determines, in his sole discretion, that such an increase is necessary in order for City Net to adequately provide the Corona Services, provided that the total amount budgeted for labor shall not be exceeded.</u></p>				