

**FOURTH AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF CORONA
AND
KINGDOM CAUSES, INC. DBA CITY NET
OUTREACH, ENGAGEMENT AND CASE MANAGEMENT PROGRAM**

1. PARTIES AND DATE.

This Fourth Amendment to the Professional Services Agreement (“Fourth Amendment”) is made and entered into this 7th day of April 2021 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 Fourth Amendment.

2. RECITALS.

2.1 Agreement. City and Consultant entered into that certain Professional Services Agreement dated December 3, 2018 (“Agreement”), whereby Consultant agreed to provide professional homeless case management consulting services.

2.2 First Amendment. City and Consultant entered into that First Amendment to the Agreement on or about June 19, 2019 to: (1) extend the term of the agreement from June 30, 2019 to June 30, 2021; (2) increase the compensation by adding compensation amounts for FY 20 and FY 21; (3) replace Exhibit “C” (Compensation) with Exhibit “C-1” (Compensation); and (4) add apprenticeable crafts language to be in compliance with California Labor Code 1775.5.

2.3 Second Amendment. City and Consultant entered into that Second Amendment to the Agreement on or about March 17, 2020 to make a non-substantive and no cost amendment to clarify that a POLM Shelter Good Neighbor Transportation Services component was going to supplement Exhibit “A” (Scope of Services) as provided in Exhibit “A-2” (Scope of Services – Supplementary).

2.4 Third Amendment. City and Consultant entered into that Third Amendment to the Agreement on or about December 16, 2020 to: (1) increase the compensation for FY 21 from \$129,792 to \$180,955; (2) replace Exhibit “A” (Scope of Services) and Exhibit “A-2” (Scope of Services – Supplementary) with Exhibit “A-3” (Scope of Services); and (3) replace Exhibit “C-1”(Compensation) with Exhibit “C-3” (Compensation).

2.5 Fourth Amendment. City and Consultant desire to amend the Agreement for the Fourth time to: (1) authorize Consultant to provide to the City of Norco, as part of the City’s effort to establish a regional collaboration with surrounding cities, certain homeless outreach, engagement, and case management services; and (2) add Exhibit D-4 (Scope of Services – Norco Services) and Exhibit E-4 (Compensation – Norco Services).

3. TERMS.

3.1 Norco Services. Section 3.1.1.1 is hereby added to the Agreement to read as follows:

“3.1.1.1 Norco Services. In addition to the Services specified in Section 3.1.1, Consultant promises and agrees to furnish to the City of Norco (“Norco”) all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply homeless outreach, engagement, and case management services to the City of Norco from April 8, 2021 to June 30, 2021 (“Norco Services”). The Norco Services are more particularly described in Exhibit “D-4” attached hereto and incorporated herein by reference. All Norco Services shall be subject to, and performed in accordance with, this Agreement. Consultant shall work collaboratively with the City and Norco to accomplish the Norco Services.”

3.2 Rates & Total Compensation for Norco Services. Section 3.3.1.1 is hereby added to the Agreement to read as follows:

“3.3.1.1 Rates & Total Compensation for Norco Services. Consultant shall receive compensation, including authorized reimbursements, for all Norco Services rendered under this Agreement at the rates set forth in Exhibit “E-4” attached hereto and incorporated herein by reference. The total compensation, including authorized reimbursements for the Norco Services, shall not exceed Thirteen Thousand Three Hundred Fifty-Seven Dollars (\$13,357.00) (“Norco Services Total Compensation”), without written approval of City’s Representative. Consultant shall document the Norco Services separately from the Services rendered to the City pursuant to Section 3.1.1 of this Agreement. Consultant shall submit to City a monthly itemized invoice and report of client activities and outcomes which details work completed including hours of Norco Services and client assistance rendered by Consultant. The invoice shall describe the amount of Norco Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 30 days of receiving a statement for Norco Services, review the statement and pay all approved charges thereon. The report of client activities and outcomes shall provide data elements as specified in Exhibit D-4 of this Agreement. The invoice or statement for Norco Services shall be separate and distinct from

any invoices or statements describing work or services provided to the City under this Agreement."

3.3 Exhibit "D-4". Exhibit "D-4" (Scope of Services – Norco Services) attached hereto and incorporated herein by reference is hereby added to the Agreement.

3.4 Exhibit "E-4". Exhibit "E-4" (Compensation – Norco Services) attached hereto and incorporated herein by reference is hereby added to the Agreement.

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

3.6 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 Fourth Amendment.

3.7 Counterparts. This Fourth 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.

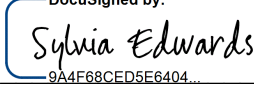
[SIGNATURES ON FOLLOWING PAGE]

**SIGNATURE PAGE
FOR
FOURTH AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF CORONA
AND KINGDOM CAUSES, INC. DBA CITY NET**

IN WITNESS WHEREOF, the Parties have entered into this Fourth Amendment to Professional Services Agreement as of the date first hereinabove written.

CITY OF CORONA

By: 
8CBB6AE0895944B4...
Jacob Ellis
City Manager

Attest: 
9A4F68CED5E6404...
Sylvia Edwards
City Clerk

Reviewed: 
By: 79EB81958894429...
Karen Roper
Homeless Solutions Manager

**KINGDOM CAUSES, INC. DBA CITY NET
a CALIFORNIA DOMESTIC NONPROFIT CORPORATION**

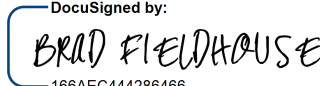
By: 
166AEC444286466...
Brad Fieldhouse
President/Executive Director

EXHIBIT "D-4"

SCOPE OF SERVICES – NORCO SERVICES

Outreach, Engagement and Case Management Program

Consultant will provide two case managers who will work eight (8) hours per week providing homeless outreach, engagement, and case management services at priority locations across the City of Norco, including regular outreach and coordination with the Norco Sheriff's Department, as necessary.

Consultant's staff will work with Norco homeless neighbors to navigate housing opportunities, develop financial stability, and provide linkages to behavioral health resources and other supportive services. As part of this process, Consultant will also enroll and case manage eligible homeless clients in the City of Norco Motel Emergency Shelter Program, operated pursuant to that certain Fifth Amendment to Professional Services Agreement (Motel Voucher Emergency Shelter Program & Make it Cozy Program) dated April 7, 2021 entered into by City and Consultant.

Prior to commencement of the Norco Services, the City and Norco will work with Consultant to establish client referral protocols and priorities. Once protocols and priorities are established, the City will authorize Consultant to provide the Norco Services consistent with such protocols and priorities and within the parameters of this Agreement.

Report of Program Activities and Client Outcomes

Unless otherwise requested, Consultant will provide a monthly report to City for Norco program activities and client outcomes as follows:

- For all household members, client demographic information, including but not limited to racial ethnicity, age, and sex;
- Within HIPAA guidelines using unique client identifiers, client diagnoses and barriers including but not limited to mental health issues, substance abuse issues, physical disabilities, employment status, income, and other data elements commonly collected for the Riverside County Homeless Management Information System (HMIS) and CoordinatedEntry System (CES)
- City of last permanent address and length of time homeless in Norco
- Supportive services provided to each client
- Client status if enrolled in CES
- Exit destinations

EXHIBIT "E-4"
COMPENSATION – NORCO SERVICES

Consultant shall receive compensation, including authorized reimbursements, for all Norco Services rendered under this Agreement at the rates set forth in this Exhibit "E-4" of the Fourth Amendment.

The City is authorized to approve line-item adjustments within the budget outlined in this Exhibit "E-4" of the Fourth Amendment; provided that the Norco Services Total Compensation set forth in Section 3.3.1.1 of this Agreement is not exceeded. If Consultant determines that a line-item adjustment is necessary, Consultant shall submit a request for such adjustment to the City. The City will review the proposed changes with Norco before authorizing the adjustment.

[SEE ATTACHED ONE (1) PAGE]



City Net

Norco

Outreach and Engagement and Motel Bridge Housing

DRAFT Budget

Norco Street Outreach and Engagement Project 2 case managers x 8 hours/week x 12 weeks						
Labor						
Title/Role	Description	Hourly rate w/ benefits	Hrs/ week	Wks	FTE	TOTAL
Program Supervisor	Project supervision, primary city liaison	\$33.88	2	12	0.023	\$813
O+E Case Manager	Outreach and engagement, plus case management and supportive services (OT)	\$39.00	8	12	0.092	\$3,744
O+E Case Manager	Outreach and engagement, plus case management and supportive services (OT)	\$39.00	8	12	0.092	\$3,744
Executive leadership	Project oversight, quality control, communications, problem solving	\$75.00	1	12	0.012	\$900
Finance and billing	Payroll, billing	\$39.12	1	12	0.012	\$469
Human resources	Staff recruiting, hiring, training, disputes	\$28.00	1	12	0.012	\$336
Operations	Daily business activities	\$26.00	1	12	0.012	\$312
Data entry and reporting	HMIS data entry	\$30.00	2	12	0.023	\$720
Labor Subtotal:					0.278	\$11,039

Administration		
Category	Description	TOTAL
Corona Administrative Fee	At 10% of above for City of Corona	\$1,104
Indirect Costs	At 10% of above: includes general expenses incurred by City Net but not directly borne by the project (utilities, taxes, insurance, legal, staff development, contingencies, etc.)	\$1,214
Administration subtotal:		\$2,318
Project TOTAL		\$13,357