



AMENDMENT NO. 14
TO
CONTRACT MA-017-22011885
FOR
COORDINATED ENTRY SYSTEM FOR INDIVIDUALS AND SURVIVORS

This Amendment to Contract MA-017-22011885 for Coordinated Entry System for Individuals and Survivors is made and entered into upon execution of all necessary signatures between Friendship Shelter, Inc., a California nonprofit corporation (Contractor) and the County of Orange, a political subdivision of the State of California (County). Contractor and County may sometimes be referred to individually as “Party” or collectively as “Parties”.

RECITALS

WHEREAS, the Parties executed Contract No. MA-042-21011195 for Coordinated Entry Systems for Individuals effective February 23, 2021, through June 30, 2023, in an amount not to exceed \$1,076,333 (“Contract”); and

WHEREAS, the Parties entered into Amendment No. 1 to modify the budgets for Period Two and Period Three, replace the Budget table in Exhibit A. Paragraph II. Budget, and replace the Staffing table in Exhibit A. Paragraph VI. Staffing; and

WHEREAS, the Parties executed Amendment No. 2 to amend Exhibit A. Paragraph III. Payments to add advance payment language to the Contract, at no additional cost to the County; and

WHEREAS, the Parties executed Amendment No. 3 to change the administering agency from OC Health Care Agency (HCA) to the County Executive Office (CEO), changed the Contract Number from MA-042-21011195 to MA-017-22011885, effective July 1, 2022; changed all references in the Contract from HCA to CEO, replaced Reference Contract Provisions, deleted Paragraph IV. Compliance; and

WHEREAS, the Parties executed Amendment No. 4 to replace Exhibit A. Full-Time Equivalents (FTEs) Staffing table; and

WHEREAS, the Parties executed Amendment No. 5 to renew the Contract for one additional year, effective July 1, 2023, through June 30, 2024, in the amount of \$431,210, for a new Contract amount not to exceed amount of \$1,507,543, replaced Referenced Contract Provisions, replaced the Acronyms Section, replaced the Alteration of Terms Section, replaced Licenses and Laws Section, replaced Minimum Wage Laws Section, replaced the Nondiscrimination section, removed the Revenue Section, amended Exhibit A of the Contract to replace the Common Terms and Definitions section, replaced the Budget section, replaced the Payments Section, replaced the Services Section, and replaced the Staffing section; and

WHEREAS, the Parties executed Amendment No. 6 to increase the Contract in the amount of \$63,000, effective upon Board of Supervisor approval, for a new Contract amount not to exceed amount of \$1,570,543, to amend the Maximum Obligation in the Referenced Contract Provisions, to amend Exhibit A of the Contract to replace the budget table in the Budget section, amend Exhibit A, Services section, Paragraph B, to add Subparagraph 3.c.vii for one additional FTE, and amend Exhibit A, Staffing section to replace the FTE table; and

WHEREAS, the Parties executed Amendment No. 7 to amend Exhibit A, Section II. Budget; and

WHEREAS, the Parties executed Amendment No. 8 to renew the Contract for one additional year in the amount of \$494,210, for a new Contract not to exceed amount of \$2,064,753, effective July 1, 2024, through June 30, 2025, amend the Table of Contents, amend the Referenced Contract Provisions, add Federal Contract Provisions, amend the Terms and Conditions of the Contract, amend Exhibit A to replace Section II. Budget Table, revise Section III. Payments, replace Section VI. Staffing Table, and add Attachment B to the Contract; and

WHEREAS, the Parties executed Amendment No. 9 to amend Exhibit A, Section II. Budget and Section VI. Staffing; and

WHEREAS, the Parties executed Amendment No. 10 to amend Exhibit A, Section II. Budget; and

WHEREAS, the Parties executed Amendment No. 11 to amend Exhibit A, Section II. and Section VI. Staffing to replace the FTE Table in its entirety; and

WHEREAS, the Parties executed Amendment No. 12 to amend Exhibit A, Section II. Budget, Subparagraph A; and

WHEREAS, the Parties executed Amendment No. 13 to amend the Contract Title, Referenced Contract Provisions, Federal Contract Provisions Exhibit A, inclusive of the Section II. Budget, Subparagraph A; Section V. Services; Section VII. Staffing for Period 5 for an increase in the amount of \$65,709.70 for a new total amount of \$559,919.70; and to renew the Contract for an additional year Period 6 from July 1, 2025, through June 30, 2026, in the amount of \$625,629.40, for a new not to exceed amount of \$2,756,092.10.

WHEREAS, the Parties now wish to enter into this Amendment No. 14 to amend the Referenced Contract Provisions, amend Federal Contract Provisions, amend Exhibit A, Section II. Budget, Subparagraph A for Period 5 from July 1, 2024, through June 30, 2025, for an increase in the amount of \$9,290.30 for a new total amount of \$569,209.70 and increase Period 6 from July 1, 2025, through June 30, 2026, in the amount of \$18,580.60 for a new total amount of \$644,210, effective upon Board of Supervisors' approval, for a new Contract amount not to exceed amount of \$2,783,963 and replace Section VI. Staffing, Subparagraph C, and replace Exhibit B, Attachment B to the Contract;

NOW, THEREFORE, Contractor and County agree to amend the Contract as follows:

- A. Referenced Contract Provisions shall be amended and hereby replaced in its entirety as follows:

REFERENCED CONTRACT PROVISIONS

Term: February 23, 2021 - June 30, 2026

Period One: February 23, 2021, through June 30, 2021

Period Two: July 1, 2021, through June 30, 2022

Period Three: July 1, 2022, through June 30, 2023

Period Four: July 1, 2023, through June 30, 2024

Period Five: July 1, 2024, through June 30, 2025

Period Six: July 1, 2025, through June 30, 2026

Maximum Obligation: \$2,783,963.00

Period One: \$213,913.00

Period Two: \$431,210.00
Period Three: \$431,210.00
Period Four: \$494,210.00
Period Five: \$569,210.00
Period Six: \$644,210.00

Basis for Reimbursement: Actual Costs

Payment Method: Monthly in Arrears

Contractor's DUNS Number: 883815375

Contractor's Tax ID Number: 33-0219404

NOTICES TO COUNTY AND CONTRACTOR:

County: County of Orange/CEO
County Procurement Office
400 West Civic Center, 5th floor
Santa Ana, CA 92701
CEOcarecoordination@ocgov.com

Contractor: Friendship Shelter, Inc.
24361 El Toro Rd. Ste. 215
Laguna Woods, CA 92637
Attention: Program Manager

B. Federal Contract Provisions shall be amended and hereby replaced in its entirety as follows:

FEDERAL CONTRACT PROVISIONS

I. **Contractor's UEI Number:** CE4UE7M3SGA5

II. **Federal Award Identification Number (FAIN):** FR-6600-N-25

- III. **Federal Award Date:** January 17, 2025, County of Orange Continuum of Care Program – Coordinated Entry System Grant
- IV. **Amount of Federal Funds Obligated by this Action:** \$609,080.90
- V. **Total amount of Federal Funds Obligated including this Action:** \$2,521,579.90
- VI. **Total amount of Federal Award committed to subrecipient:** \$609,080.90
- VII. **Federal award project description, as required to be response to the Federal Funding Accountability and Transparency Act (FFATA):** Continuum of Care (CoC) Program
- VIII. **Name of Federal awarding agency, pass-through entity, and contact information forwarding official of pass-through entity:** U.S. Department of Housing and Urban Development (HUD)
- IX. **Assistance Listings number and Title:** 14.267 Continuum of Care (CoC) Program
- X. **Identification of whether the award is R&D:** Not applicable. This was not a Research & Development Contract
- XI. **Indirect cost rate for the Federal award (including if the de minimis rate is charged) – 10% at Contract Award**
- XII. **Federal program requirements:** Continuum of Care Program (24 CFR part 578)
- XIII. **Federal cross-cutting requirements:** Uniform Administrative Requirements (2 CFR Part 200), Labor Standards, Economic Opportunities – Section 3 (24 CFR Part 75)
- XIV. **Pass-through entity requirements:**

Contract, Paragraph VIII. Cost Report

Contract, Paragraph XVI. Inspection and Audits.

EXHIBIT A of Contract, Section IV. Reports:

Paragraph B.1., Monthly Expenditure & Revenue (E&R) Reports

Paragraph B.2., Monthly Year-End Projection Reports

Paragraph C. Monthly Staffing Reports

Paragraph D. Programmatic Reports

Paragraph E. Additional Reports as reasonably requested by Administrator

Paragraph F. Special Incident Reports

XV. Period of Retention – All records pertaining to Continuum of Care funds must be retained for the greater of 5 years or the period specified below. Copies made by microfilming, photocopying, or similar methods may be substituted for the original records.

- A. Documentation of each program participant's qualification as a family or individual at risk of homelessness or as a homeless family or individual and other program participant records must be retained for 5 years after the expenditure of all funds from the grant under which the program participant was served; and
- B. Where Continuum of Care funds are used for the acquisition, new construction, or rehabilitation of a project site, records must be retained until 15 years after the date that the project site is first occupied, or used, by program participants.

Additional Contract References: Contract, Paragraph XXVII. Records Management and Maintenance

XVI. ACCESS TO RECORDS:

- A. Federal Government rights. Federal Government rights. Notwithstanding the confidentiality procedures established under paragraph (XVII) of this section, HUD, the HUD Office of the Inspector General, and the Comptroller General of the United States, or any of their authorized representatives, must have the right of access to all books, documents, papers, or other records of the recipient and its subrecipients that are pertinent to the Continuum of Care grant, in order to make audits, examinations, excerpts, and transcripts. These rights of access are not limited to the required retention period, but last as long as the records are retained.
- B. Public rights. The recipient must provide citizens, public agencies, and other interested parties with reasonable access to records regarding any uses of Continuum of Care funds the recipient received during the

preceding 5 years, consistent with State and local laws regarding privacy and obligations of confidentiality and confidentiality requirements in this part.

Additional Contract References: Contract, Paragraph XVI. Inspection and Audits. Contract, Paragraph XXVII. Records Management and Maintenance

XVII. CONFIDENTIALITY:

A. In addition to meeting the specific confidentiality and security requirements for HMIS data, the recipient and its subrecipients must develop and implement written procedures to ensure:

1. All records containing protected identifying information of any individual or family who applies for and/or receives Continuum of Care assistance will be kept secure and confidential;
2. The address or location of any family violence project assisted with Continuum of Care funds will not be made public, except with written authorization of the person responsible for the operation of the project; and
3. The address or location of any housing of a program participant will not be made public, except as provided under a preexisting privacy policy of the recipient or subrecipient and consistent with State and local laws regarding privacy and obligations of confidentiality;

XVIII. Closeout Terms and Conditions:

Contract, Paragraph, VIII. Cost Report

Contract, Paragraph, XIII. Equipment

Contract, Paragraph, XVI. Inspections and Audits

Contract, Paragraph, XXVII. Records Management and Maintenance

Contract, Exhibit A., Sections III. Payments and IV. Reports.

The CONTRACTOR'S obligation to the COUNTY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the COUNTY), and determining the custodianship of records.

Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the CONTRACTOR has control over ESG funds, including program income.

- C. The table contained in Exhibit A, Section II (“Budget”), Subparagraph A, shall be amended and replaced in its entirety as follows:

	PERIOD 1 February 23, 2021, through June 30, 2021	PERIOD 2 July 1, 2021, through June 30, 2022	PERIOD 3 July 1, 2022, through June 30, 2023	PERIOD 4 July 1, 2023, through June 30, 2024	PERIOD 5 July 1, 2024, through June 30, 2025	PERIOD 6 July 1, 2025, through June 30, 2026
ADMINISTRATIVE COSTS						
Salaries	\$0.00	\$0.00	\$0.00	\$20,467.20	\$21,331.44	\$21,331.44
Benefits	\$0.00	\$0.00	\$0.00	\$2,984.81	\$2,720.57	\$2,720.57
Services and Supplies	\$0.00	\$0.00	\$0.00	\$3,456.00	\$3,456.00	\$3,456.00
Indirect Costs	\$19,452.00	\$39,000.00	\$39,000.00	\$7,392.00	\$13,532.76	\$20,418.25
Subtotal Administration Costs	\$19,452.00	\$39,000.00	\$39,000.00	\$34,300.01	\$41,040.77	\$47,926.26
PROGRAM COSTS						
Salaries	\$76,941.00	\$186,294.00	\$201,681.61	\$266,078.65	\$363,758.66	\$461,890.96
Benefits	\$17,642.00	\$42,025.00	\$32,292.39	\$43,431.34	\$72,448.04	\$98,432.43
Services & Supplies	\$10,272.00	\$26,196.00	\$22,268.00	\$21,261.40	\$30,630.18	\$35,960.35
Subcontractors	\$61,106.00	\$137,695.00	\$135,968.00	\$129,138.60	\$61,332.35	\$0.00
Start-Up Costs	\$28,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal Program Costs	\$194,461.00	\$392,210.00	\$392,210.00	\$459,909.99	\$528,169.23	\$596,283.74
Total Gross Costs	\$213,913.00	\$431,210.00	\$431,210.00	\$494,210.00	\$569,210.00	\$644,210.00
CoC PROGRAM – CES GRANT	\$213,913.00	\$431,210.00	\$431,210.00	\$494,210.00	\$569,210.00	\$644,210.00

Provider Match	\$53,478.25	\$107,802.50	\$107,802.50	\$107,802.50	\$107,802.50	\$152,232.97
Total Revenue	\$213,913.00	\$431,210.00	\$431,210.00	\$494,210.00	\$569,210.00	\$644,210.00
Total Maximum Obligation	\$213,913.00	\$431,210.00	\$431,210.00	\$494,210.00	\$569,210.00	\$644,210.00

D. The table contained in Exhibit A, Section VI (“Staffing”), Subparagraph C shall be amended and replaced in its entirety as follows:

	PERIOD 1 February 23, 2021, through June 30, 2021	PERIOD 2 July 1, 2021, through June 30, 2022	PERIOD 3 July 1, 2022, through June 30, 2023	PERIOD 4 July 1, 2023, through June 30, 2024	PERIOD 5 July 1, 2024, through June 30, 2025	PERIOD 6 July 1, 2025, through June 30, 2026
ADMINISTRATIVE FTEs						
Director of Program Development and Compliance	0.00	0.00	0.00	0.05	0.05	0.05
Accounting & Compliance Assistant	0.00	0.00	0.00	0.05	0.05	0.05
Contracts Manager	0.00	0.00	0.00	0.01	0.03	0.03
Director of Human resources	0.00	0.00	0.00	0.03	0.03	0.03
Executive Director	0.00	0.00	0.00	0.03	0.03	0.03
Chief Operations Officer	0.00	0.00	0.00	0.05	0.05	0.05

Subtotal Admin Costs	0.00	0.00	0.00	0.22	0.24	0.24
PROGRAM FTEs						
CES Manager	1.00	1.00	0.50	1.00	1.00	1.00
South SPA Administrator	1.00	1.00	1.00	1.00	1.00	1.00
CES for Survivor Administrator	0.00	0.00	0.00	0.00	0.80	0.80
CES Data Administrator	0.00	0.00	0.00	0.00	0.15	0.15
Data Associate	0.00	0.00	0.00	0.00	0.39	0.39
CES Data Technician (Lead)	1.00	1.00	1.00	1.00	1.00	1.00
Director of Program Development & Compliance	0.58	0.05	0.05	0.00	0.00	0.00
Data & Compliance Manager	0.58	0.10	0.05	0.00	0.00	0.00
Accounting Assistant	0.03	0.03	0.03	0.03	0.03	0.03
Director of Programs	0.10	0.00	0.00	0.00	0.00	0.00
Data Technician	0.00	1.00	1.00	1.91	1.31	1.31
Data and IT Manager	0.00	0.00	0.00	0.34	0.29	0.29
Director of Services	0.00	0.00	0.00	0.10	0.175	0.175
North SPA CES Admin	0.00	0.00	0.00	0.00	1.00	1.00
Central SPA CES Admin	0.00	0.00	0.00	0.00	0.00	1.00

Subtotal Program FTEs	4.28	4.18	3.63	5.38	7.145	8.145
SUBCONTRACTOR						
North SPA CES Administrator	0.35	1.00	1.00	1.00	1.00	0.00
Central SPA CES	0.35	1.00	1.00	1.00	0.00	0.00
North/Central Data Technician	0.35	0.00	0.00	0.00	0.00	0.00
Program Manager	0.00	0.02	0.18	0.00	0.00	0.00
Subtotal subcontractor FTEs	1.05	2.02	2.18	2.00	1.00	0.00
Total FTEs	5.33	6.20	5.81	7.60	8.38	8.38

E. Exhibit B, Attachment B – Homeless Service System Pillars Attestation is hereby replaced and attached for reference.


This Amendment No. 14 modifies the Contract including all previous Amendments, only as expressly set forth herein. Wherever there is a conflict in the terms or conditions between this Amendment and all previous Amendments, the terms and conditions of this Amendment No. 14 prevail. In all other respects, the terms and conditions of the Contract, including all previous amendments, not specifically changed by this Amendment, and all previous Amendments remain in full force and effect.

SIGNATURE PAGE FOLLOWS

SIGNATURE PAGE

IN WITNESS WHEREOF, the Parties have executed this Amendment. If Contractor is a corporation, Contractor shall provide two signatures as follows: 1) the first signature must be either the Chairman of the Board, the President, or any Vice President; 2) the second signature must be either the Secretary, an Assistant Secretary, the Chief Financial Officer, or any Assistant Treasurer. In the alternative, a single corporate signature is acceptable when accompanied by a corporate resolution or by-laws demonstrating the legal authority of the signature to bind the company.

Friendship Shelter, Inc., a California Nonprofit Corporation


DAWN PRICE	Executive Director
Print Name	Title
 DocuSigned by: DAWN PRICE	4/22/2025
Signature	Date
Print Name	Title
Signature	Date

County of Orange, a political subdivision of the State of California

Print Name	Deputy Purchasing Agent
Signature	Title
Signature	Date

APPROVED AS TO FORM

Office of the County Counsel
Orange County, California

Mark Batarse	Deputy County Counsel
Print Name	Title
 DocuSigned by: Mark Batarse	4/23/2025
Signature	Date

ATTACHMENT B

Commission to End Homelessness Homeless Service System Pillars Attestation FRIENDSHIP SHELTER, INC.,



Attachment A

Background:

The Commission to End Homelessness developed the Homeless Service System Pillars Report, which includes four pillars – Prevention, Outreach & Supportive Services, Shelter and Housing – that provide key interventions to assist individuals and families at risk of homelessness or experiencing homelessness. The Homeless Service System Pillars Report provides a definition and goal for each pillar thus establishing a collective understanding of the interventions, programming and outcomes expected for each pillar. Additionally, the Homeless Service System Pillars Report identifies the best practices, principles, and commitments to be followed by each Pillar.



On October 18, 2022, the Orange County Board of Supervisors received the Commission to End Homelessness' Homeless Service System Pillars Report and also directed the Homeless Service System Pillars Report be utilized as a framework in the design and development of programs that address the needs of individuals and families at risk of homelessness or experiencing homelessness across the County of Orange.

The Homeless Service System Pillars Report can be found here:

- Full Report - <https://ceo.ocgov.com/sites/ceo/files/2022-11/CEO-DCEO22-000856%20Attachment%20A.pdf>
- Summary Document - <https://ceo.ocgov.com/sites/ceo/files/2023-02/Pillars.pdf>

Providers shall Complete, Sign and Submit Exhibit A with Contract:

Commission to End Homelessness
Homeless Service System Pillars Attestation



Attachment A

Providers shall Complete, Sign, and Submit with Contract Renewal:

Please select which of the Homeless Service System Pillar(s) that applies to the services being renewed:

- ☐ **PREVENTION**
- ☒ **OUTREACH & SUPPORTIVE SERVICES**
- ☐ **SHELTER**
- ☐ **HOUSING**

Please provide a brief description to outline how your contract renewal meets the best practices and guiding principles of the selected Homeless Service System Pillar(s). If additional space is needed, please attach separate pages to this form.

The Coordinated Entry System for Individuals and Survivors participates in facilitating effective transitions from street to shelter or housing for individuals experiencing homelessness through:

1. Daily shelter bed reservation matching in each SPA
2. Weekly housing opportunity matching in each SPA
3. By SPA case conferencing on pending matches
4. Fostering inter agency collaboration to support low barrier, culturally competent and effective solutions to ending homelessness

The Coordinated Entry System for Individuals and Survivors supports the on boarding of CES access points to the County's system of care and provides training to CES access points that encourages trauma informed and strength-based housing planning, as well as efficient and effective use of the CES system. The ICES team is a collaborative partner with the county's virtual front door and plays a supportive role in ensuring that all CES access points are contributing to a "no wrong door" approach to accessing resources.

Friendship Shelter, as an agency, is committed to ending homelessness in our community. In order to most effectively achieve this, we utilize research-driven best practices, including Housing First, Harm Reduction and Trauma Informed Care, and provide all employees with training on these topics, regardless of position.

Commission to End Homelessness
Homeless Service System Pillars Attestation



Attachment A

1. Provider recognizes the Commission to End Homelessness as an advisory body to the Orange County Board of Supervisors, was created to advise on policy and direction related to addressing homelessness in Orange County.

Initial *RS*

2. Provider acknowledges that the Commission to End Homelessness created the Homeless Service System Pillars Report with the assistance of local and national industry experts and people with lived experience to establish a collective understanding of the interventions, programming and outcomes expected for each pillar. Additionally, the Homeless Service System Pillars Report also identifies the best practices, principles, and commitments to be followed by each Pillar.

Initial *RS*

3. Provider acknowledges that the Homeless Service System Pillar Report was received and filed by the Orange County Board of Supervisors during the October 16, 2022, meeting. The Orange County Board of Supervisors directed the use of the Homeless Service System Pillars Report be utilized as a framework in the design and development of programs that address the needs of individuals and families at risk of homelessness or experiencing homelessness across the County of Orange.

Initial *RS*

4. Provider recognizes that through the solicitation process for the proposed project, services must clearly demonstrate and meet the definition, goal, best practices, and guiding principles of the above checked Homeless Service System Pillar(s), based on the Commission to End Homelessness' Homeless Service System Pillars Report.

Initial *RS*

5. Provider attests the contract renewal submitted meets the standards of identified best practices and guiding principles defined in the Commission to End Homelessness' Homeless Service System Pillar Report. Provider also acknowledges that they may be asked to report and/or demonstrate their adherence to the above stated at any point during the duration of the Contract.

 [Signature]
(Signature Required)

 4-22-25
(Date)