



**SECOND AMENDMENT TO  
CONTRACT NO. 17-28-0023 DV**

**BETWEEN**

**COUNTY OF ORANGE**

**AND**

**INTERVAL HOUSE, INC.**

**FOR**

**DOMESTIC VIOLENCE SHELTER BASED PROGRAM SERVICES**

This Amendment to Contract No. 17-28-0023 DV, hereinafter referred to as "Second Amendment", is made and entered into upon execution of all necessary signatures between the County of Orange, a political subdivision of the State of California; hereinafter referred to as "COUNTY," and Interval House, Inc., a California non-profit organization, with a place of business at 6615 E Pacific Coast Highway, Suite 170, Long Beach, CA 90803, hereinafter referred to as "SUBRECIPIENT," with COUNTY and SUBRECIPIENT sometimes referred to as "PARTY", or collectively as "PARTIES."

**RECITALS**

**WHEREAS**, the PARTIES executed Contract No. 17-28-0023 DV, (hereinafter referred to as "CONTRACT"), for Domestic Violence Shelter Based Programs Act Services, effective October 1, 2017 through June 30, 2020, in the amount of \$719,786; and

**WHEREAS**, the PARTIES executed First Amendment to the CONTRACT to increase funding from the State of California Governor's Office of Emergency Services, (hereinafter referred to as "Cal OES") for the County Victim Services Program Grant by \$258,000, for a new maximum obligation of \$977,786, and to replace Attachment B – Payment Compensation with Attachment B-1, Attachment C - Budget Schedule with Attachment C-1, Attachment D – Staffing Plan with Attachment D-1, and Attachment E - Performance Standards with Attachment E-1; and

**WHEREAS**, COUNTY desires to enter into this Second Amendment to the CONTRACT to increase the contract amount by \$100,000, for a new maximum obligation of \$1,077,786, and to modify Paragraph 21 Notices – For COUNTY, and to replace Attachment B-1 – Payment Compensation with Attachment B-2 and Attachment C-1 - Budget Schedule with Attachment C-2; and

**WHEREAS**, SUBRECIPIENT is performing satisfactory as required by the CONTRACT in order to satisfy this Second Amendment; and

**NOW, THEREFORE**, in consideration of the mutual obligations set forth herein, both PARTIES mutually agree to amend the CONTRACT as follows:

1. The CONTRACT's contract amount is increased by \$100,000, for a new maximum obligation of \$1,077,786.
2. Modify Paragraph 21. Notices For COUNTY:

FROM:

For COUNTY:

OC Community Resources  
 Community Investment Division  
 PROGRAM MANAGER  
 1300 S. Grand Ave. Bldg. B, 3rd Floor  
 Santa Ana, CA 92705-4407  
**Attn: Amy Hernandez**

OC Community Resources  
 Contract Development and Management  
 CONTRACT ADMINISTRATOR  
**1501 East St. Andrew, 1st Floor**  
**Santa Ana, CA 92705-4930**  
 Attn: Elsa Rivera

TO:

For COUNTY:

OC Community Resources  
 Community Investment Division  
 PROGRAM MANAGER  
 1300 S. Grand Ave. Bldg. B, 3rd Floor  
 Santa Ana, CA 92705-4407  
**Attn: Jenna Sergio**

OC Community Resources  
 Contract Development and Management  
 CONTRACT ADMINISTRATOR  
**601 N. Ross, 6th Floor**  
**Santa Ana, CA 92701**  
 Attn: Elsa Rivera

3. Attachment B-1 – Payment Compensation is deleted in its entirety and replaced with Attachment B-2 – Payment Compensation.
4. Attachment C-1 – Budget Schedule is deleted in its entirety and replaced with Attachment C-2 – Budget Schedule.

Except as otherwise expressly set forth herein, all terms and conditions contained in the CONTRACT, including any amendments/modifications, are hereby incorporated herein by this reference as if fully set forth herein and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the PARTIES hereto have executed this Second Amendment on the dates with their respective signatures:

**\*Interval House, Inc.**

By: Carol Anne Williams  
DocuSigned by: CFAAB1E63875475...

By: \_\_\_\_\_

Name: Carol Anne Williams

Name: \_\_\_\_\_

Title: Executive Director

Title: \_\_\_\_\_

Dated: 3/6/2020

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

\*For SUBRECIPIENTS that are corporations, signature requirements are as follows: 1) One signature by the Chairman of the Board, the President or any Vice President; and 2) One signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or an Assistant Treasurer.

For SUBRECIPIENTS that are not corporations, the person who has authority to bind the SUBRECIPIENT to a contract, must sign on one of the lines above.

\*\*\*\*\*

**COUNTY OF ORANGE**

A Political Subdivision of the State of California

By: \_\_\_\_\_

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

Dylan Wright, Director  
OC Community Resources

**APPROVED AS TO FORM  
COUNTY COUNSEL**

By: Brittany Mclean Brittany Mclean  
DocuSigned by: 6713A2081D4323D  
**DEPUTY COUNTY COUNSEL**

Dated: 3/4/2020

## PAYMENT/COMPENSATION

### 1. **COMPENSATION:**

This is a cost reimbursement CONTRACT between the COUNTY and the SUBRECIPIENT for up to: \$331,276 for year one (October 1, 2017 – June 30, 2018); \$353,755 for year two (July 1, 2018 – June 30, 2019); and, \$392,755 for year three (July 1, 2019 – June 30, 2020) as set forth in Attachment A Scope of Services attached hereto and incorporated herein by reference. The SUBRECIPIENT agrees to accept the specified compensation as set forth in this CONTRACT as full remuneration for performing all services and furnishing all staffing and materials required, for any reasonably unforeseen difficulties which may arise or be encountered in the execution of the services until acceptance, for risks connected with the services, and for performance by the SUBRECIPIENT of all its duties and obligations hereunder. The COUNTY shall have no obligation to pay any sum in excess of the total CONTRACT amount specified unless authorized by an amendment in accordance with paragraphs C and R of the COUNTY's General Terms and Conditions.

### 2. **FIRM DISCOUNT AND PRICING STRUCTURE:**

SUBRECIPIENT guarantees that prices quoted are equal to or less than prices quoted to any other local, State or Federal government entity for services of equal or lesser scope. SUBRECIPIENT agrees that no price increases shall be passed along to the COUNTY during the term of this CONTRACT not otherwise specified and provided for within this CONTRACT.

### 3. **PAYMENT TERMS:**

An invoice for the reimbursement of costs shall be submitted to the address specified below upon the completion of the services/activities and approval of the COUNTY Project Manager. SUBRECIPIENT shall reference CONTRACT number on invoice. Payment will be 30 days after receipt of an invoice in a format acceptable to the County of Orange and verified and approved by OC Community Services and subject to routine processing requirements of the COUNTY. The responsibility for providing an acceptable invoice rests with the SUBRECIPIENT.

Billing shall cover services not previously invoiced. The SUBRECIPIENT shall reimburse the County of Orange for any monies paid to the SUBRECIPIENT for services not provided or when services do not meet the CONTRACT requirements.

Payments made by the COUNTY shall not preclude the right of the COUNTY from thereafter disputing any items or services involved or billed under this CONTRACT and shall not be construed as acceptance of any part of the services.

#### **Shelter Based Program Invoice(s):**

OC Community Resources  
Attention: Accounts Payable  
601 North Ross Street, 6<sup>th</sup> floor  
Santa Ana, CA 92701

#### **County Victims Service Invoice(s):**

County of Orange, Budget Office  
Attn: Kim Engelby  
333 Santa Ana Blvd. 3<sup>rd</sup> Floor  
Santa Ana, CA 92701

**4. INVOICING INSTRUCTIONS:**

The SUBRECIPIENT will provide an invoice on SUBRECIPIENT's letterhead for services rendered. Each invoice will have a number and will include the following information:

The Demand Letter/Invoice must include

1. SUBRECIPIENT's name and address
2. SUBRECIPIENT's remittance address (if different from 1 above)
3. Name of COUNTY Agency Department
4. COUNTY CONTRACT/MASTER AGREEMENT number
5. Service date(s) – Month of Service
6. Rate
7. Delivery Order (DO) / Subordinate Agreement Number
8. Deliverables / Service description (in accordance with Attachment A)
9. SUBRECIPIENT's Federal I. D. number
10. Total

### BUDGET DETAIL

The following are anticipated uses of the amount awarded.

Any adjustments within the stated categories or over fiscal periods must be approved by the COUNTY in writing.

The amount awarded for Domestic Violence County Victim Services FY 2019-20 includes \$61,000 for the VOCA 16 Award which must be expended by December 31, 2019, and \$100,000 for the VOCA 19 Award for the period ending June 30, 2020.

| <b>PROVIDER NAME: Interval House</b> |   | <b>*FY 17-18</b>     | <b>FY 18-19</b>      | <b>FY 19-20</b>        | <b>Total</b>         |
|--------------------------------------|---|----------------------|----------------------|------------------------|----------------------|
| <b>SHELTER BASED PROGRAM</b>         | <b>Domestic Violence Shelter Based Program:</b>   |                      |                      |                        |                      |
|                                      | Basic Services / Bed Nights / Safety Net          | \$ 172,276.00        | \$ 231,755.00        | \$ 231,755.00          | \$ 635,786.00        |
|                                      |   |                      |                      |                        | \$ -                 |
|                                      | <b>Program Subtotal</b>                           | <b>\$ 172,276.00</b> | <b>\$ 231,755.00</b> | <b>\$ 231,755.00</b>   | <b>\$ 635,786.00</b> |
| <b>VICTIM SERVICES</b>               | <b>Domestic Violence County Victims Services:</b> |                      |                      |                        |                      |
|                                      | Legal Consultant                                  | \$ 3,360.00          | \$ 2,240.00          | \$ 3,360.00            | \$ 8,960.00          |
|                                      | Mental Health Consultant                          | \$ 3,360.00          | \$ 2,240.00          | \$ 3,360.00            | \$ 8,960.00          |
|                                      | Legal Advocate                                    | \$ 1,360.00          | \$ 1,813.00          | \$ 2,719.00            | \$ 5,892.00          |
|                                      | Repairs & Shelter Upgrades                        | \$ 18,393.00         | \$ 12,262.00         | \$ 18,631.00           | \$ 49,286.00         |
|                                      | Emergency Shelter & Vouchers                      | \$ 118,072.00        | \$ 92,354.00         | \$ 118,295.00          | \$ 328,721.00        |
|                                      | 10% Indirect                                      | \$ 14,455.00         | \$ 11,091.00         | \$ 14,635.00           | \$ 40,181.00         |
|                                      | <b>Program Subtotal</b>                           | <b>\$ 159,000.00</b> | <b>\$ 122,000.00</b> | <b>\$ 161,000.00</b>   | <b>\$ 442,000.00</b> |
| <b>Total Budget</b>                  | <b>\$ 331,276.00</b>                              | <b>\$ 353,755.00</b> | <b>\$ 392,755.00</b> | <b>\$ 1,077,786.00</b> |                      |

\* FY 17-18 (October 1, 2017 – June 30, 2018)