



**AMENDMENT NO. 7
TO
CONTRACT MA-017-22011908
FOR
YALE SHELTER OPERATOR SERVICES**

This Amendment to Contract MA-017-22011908 for Yale Shelter Operator Services is made and entered into upon execution of all necessary signatures between People Assisting the Homeless (PATH), 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 MA-042-21010673 for Yale Shelter Operator Services effective November 17, 2020 through June 30, 2023 in an amount not to exceed \$18,000,000 (Contract); and

WHEREAS, the Parties executed Amendment No. 1 to amend Exhibit A of the Contract; and

WHEREAS, the Parties executed Amendment No. 2 to amend Exhibit A of the Contract; and

WHEREAS, the Parties executed Amendment No. 3 to amend Exhibit A of the Contract; and

WHEREAS, the Parties executed Amendment No. 4 to change the administrating agency from OC Health Care Agency (HCA) to the County Executive Office (CEO), to change the Contract number from MA-042-21010673 to MA-017-22011908, change all references from HCA to CEO, replace Notices to County and Contractor, delete Paragraph IV. Compliance; and

WHEREAS, the Parties executed Amendment No. 5 to amend Exhibit A of the Contract; and

WHEREAS, the Parties executed Amendment No. 6 to amend Exhibit A of the Contract; and

WHEREAS, the Parties now desire to renew the Contract for one additional fiscal year, effective July 1, 2023 through June 30, 2024, in the amount of \$6,800,000 for a new Contract not to exceed amount of \$24,800,000, correct the official Contract title, replace Referenced Contract Provisions, replace the Acronyms Section, replace Licenses and Laws Section, replace Minimum Wage Laws Section, replace the Nondiscrimination section, remove the Revenue Section, amend Exhibit A of the Contract to replace the Common Terms and Definitions section, replace the Budget section, replace the Payments Section, replace the Services Section, replace the Staffing section and replace Exhibit B, Lease Agreement; and

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

1. Contractor’s name in the introductory paragraph of the Contract is hereby corrected and replaced as follows: “People Assisting the Homeless (PATH), a California nonprofit corporation (CONTRACTOR).”

2. Referenced Contract Provisions Section is hereby amended and replaced in its entirety as follows:

REFERENCED CONTRACT PROVISIONS

Term: November 17, 2020 – June 30, 2024

Maximum Obligation: \$24,800,000

Basis for Reimbursement: Actual Cost

Payment Method: Monthly in Arrears

CONTRACTOR UEI Number: J8T8GCB291E9

CONTRACTOR TAX ID Number: 95-950196

Notices to COUNTY and CONTRACTOR:

COUNTY: County Executive Office
County Procurement Office
400 W. Civic Center Dr. 5th Fl
Santa Ana, CA 92701
CEOCareCoordination@ocgov.com

CONTRACTOR: People Assisting the
Homeless (PATH)
340 N. Madison Ave.
Los Angeles, CA 90004
tesciau@epath.org;
pathgrantmanagement@epath.org

3. Paragraph I. Acronyms is hereby amended to add the following Acronyms:

- A. AB Assembly Bill
- B. AB 109 Assembly Bill 109, 2011 Public Safety Realignment
- C. AIDS Acquired Immune Deficiency Syndrome
- D. APR Annual Performance Report
- F. BCSH Business, Consumer Services and Housing Agency
- G. BHS Behavioral Health Services

H.	Cal ICH	California Interagency Council on Homelessness
M.	CDBG	Community Development Block Grant
N.	CDSS	California Department of Social Services
O.	CEO	County of Orange County Executive Office
Q.	CFDA	Catalog of Federal Domestic Assistance
W.	CPP	Care Plus Program
X.	CSW	Clinical Social Worker
Y.	DHCS	California Department of Health Care Services
AC.	ESG	Emergency Solutions Grant
AD.	ES	Emergency Shelter
AJ.	HCD	California Department of Housing and Community Development
AK.	HCV	Housing Choice Voucher
AL.	HAP	Homeless, Housing, Assistance and Prevention
AN.	HIV	Human Immunodeficiency Virus
AP.	HOME	HOME Investment Partnership Program
AS.	LCSW	Licensed Clinical Social Worker
AU.	MHP	Mental Health Plan
AW.	OCCR	Orange County Community Resources
BK.	PSH	Permanent Supportive Housing
BL.	RRH	Rapid Rehousing
BM.	SB	Senate Bill
BO.	SOCDIS	System of Care Data Integration System
BR.	SPA	Service Planning Area
BS.	SUD	Substance Use Disorder
BT.	TAY	Transitional Aged Youth
BW.	VASH	Veterans Affairs Supportive Housing
BY.	YAB	Youth Advisory Board

4. A new Paragraph IV shall be inserted and shall be entitled “Intentionally Omitted”
5. Paragraphs IV. through XXXV. as modified in Amendment No. 4 shall be renumbered back to their original numbering as Paragraphs V. through XXXVI.
6. Paragraph XVII. Licenses and Laws is hereby amended and replaced in its entirety as follows:

XVII. COMPLIANCE WITH LAWS, FUNDING REQUIREMENTS AND LICENSES

- A. CONTRACTOR represents and warrants that services to be provided under this Contract shall fully comply, at CONTRACTOR'S expense, with all standards, laws, statutes, restrictions, ordinances, requirements, and regulations (collectively "laws"), including, but not limited to those issued by COUNTY in its governmental capacity and all other laws and funding requirements applicable to the services at the time services are provided to and accepted by COUNTY. CONTRACTOR acknowledges that COUNTY is relying on CONTRACTOR to ensure such compliance, and pursuant to the requirements of Paragraph XV., above, CONTRACTOR agrees that it shall defend, indemnify and hold COUNTY and COUNTY Indemnitees harmless from all liability, damages, costs and expenses arising from or related to a violation of such laws.
- B. Funds provided under this Contract must be used solely for the purposes identified in in this Contract. In accordance with Paragraph XV., above, CONTRACTOR agrees to indemnify, defend, and hold harmless the County of Orange for any sums the State or Federal government contends or determines CONTRACTOR used in violation of this Contract. CONTRACTOR shall immediately return to the COUNTY any funds the COUNTY or any responsible State or Federal agency, including the Department of Treasury, determines the CONTRACTOR has used in a manner that is inconsistent with this Contract or as a result of noncompliance with any applicable regulations or funding requirements. The provisions of this paragraph shall survive termination of this Contract.
- C. CONTRACTOR, its officers, agents, employees, affiliates, and subcontractors shall, throughout the term of this Contract, maintain all necessary licenses, permits, approvals, certificates, accreditations, waivers, and exemptions necessary for the provision of the services hereunder and required by the laws, regulations and requirements of the United States, the State of California, COUNTY, and all other applicable governmental agencies.
- D. Enforcement Of Child Support Obligations
1. CONTRACTOR certifies it is in full compliance with all applicable federal and State reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of the Contract with the County of Orange. Failure to comply shall constitute a material breach of the Contract and failure to cure such breach within sixty (60) calendar days of notice from the COUNTY shall constitute grounds for termination of the Contract.

2. CONTRACTOR agrees to furnish to ADMINISTRATOR within thirty (30) calendar days of the award of this Contract:
 - a) In the case of an individual CONTRACTOR, his/her name, date of birth, social security number, and residence address;
 - b) In the case of a CONTRACTOR doing business in a form other than as an individual, the name, date of birth, social security number, and residence address of each individual who owns an interest of ten percent (10%) or more in the contracting entity;
3. It is expressly understood that this data will be transmitted to governmental agencies charged with the establishment and enforcement of child support orders, or as permitted by federal and/or state statute.

7. Paragraph XX. Minimum Wage Laws, is hereby amended and replaced in its entirety as follows:

XX. MINIMUM WAGE LAWS

- A. Pursuant to the United States of America Fair Labor Standards Act of 1938, as amended, and State of California Labor Code, §1178.5, CONTRACTOR shall pay no less than the greater of the federal or California Minimum Wage to all of its officers, agents, employees, affiliates and subcontractors (“Covered Individuals”) that directly or indirectly provide services pursuant to this Contract, in any manner whatsoever. CONTRACTOR shall require and verify that all of its Covered Individuals providing services pursuant to this Contract be paid no less than the greater of the federal or California Minimum Wage.
- B. CONTRACTOR shall comply and verify that its Covered Individuals comply with all other federal and State of California laws for minimum wage, overtime pay, record keeping, and child labor standards pursuant to providing services pursuant to this Contract.
- C. Notwithstanding the minimum wage requirements provided for in this clause, CONTRACTOR, where applicable, shall comply with the prevailing wage and related requirements, as provided for in accordance with the provisions of Article 2 of Chapter 1, Part 7, Division 2 of the Labor Code of the State of California (§§1770, et seq.), as it now exists or may hereafter be amended.

8. Paragraph XXI. Nondiscrimination, is hereby amended and replaced in its entirety as follows:

XXI. NONDISCRIMINATION

A. Employment

1. During the term of this Contract, CONTRACTOR and its Covered Individuals shall not

unlawfully discriminate against any employee or applicant for employment because of his/her race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Additionally, during the term of this Contract, CONTRACTOR and its Covered Individuals shall require in its subcontracts that subcontractors shall not unlawfully discriminate against any employee or applicant for employment because of his/her race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.

2. CONTRACTOR and its Covered Individuals shall not discriminate against employees or applicants for employment in the areas of employment, promotion, demotion or transfer; recruitment or recruitment advertising, layoff or termination; rate of pay or other forms of compensation; and selection for training, including apprenticeship.
 3. CONTRACTOR shall not discriminate between employees with spouses and employees with domestic partners or discriminate between domestic partners and spouses of those employees, in the provision of benefits.
 4. CONTRACTOR shall post in conspicuous places, available to employees and applicants for employment, notices from ADMINISTRATOR and/or the United States Equal Employment Opportunity Commission setting forth the provisions of the EOC.
 5. All solicitations or advertisements for employees placed by or on behalf of CONTRACTOR and/or subcontractor shall state that all qualified applicants will receive consideration for employment without regard to race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status. Such requirements shall be deemed fulfilled by use of the term EOE.
 6. Each labor union or representative of workers with which CONTRACTOR and/or subcontractor has a collective bargaining Contract or other contract, or understanding must post a notice advising the labor union or workers' representative of the commitments under this Nondiscrimination Paragraph and shall post copies of the notice in conspicuous places, available to employees and applicants for employment.
- B. Services, Benefits And Facilities – CONTRACTOR and/or subcontractor shall not discriminate in the provision of services, the allocation of benefits, or in the accommodation

in facilities on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status in accordance with Title IX of the Education Amendments of 1972 as they relate to 20 USC §1681 - §1688; Title VI of the Civil Rights Act of 1964 (42 USC §2000d); the Age Discrimination Act of 1975 (42 USC §6101); Title 9, Division 4, Chapter 6, Article 1 (§10800, et seq.) of the CCR; and Title II of the Genetic Information Nondiscrimination Act of 2008, 42 USC 2000ff, et seq. as applicable, and all other pertinent rules and regulations promulgated pursuant thereto, and as otherwise provided by state law and regulations, as all may now exist or be hereafter amended or changed. For the purpose of this Nondiscrimination paragraph, discrimination includes, but is not limited to the following based on one or more of the factors identified above:

1. Denying a Client or potential Client any service, benefit, or accommodation.
 2. Providing any service or benefit to a Client which is different or is provided in a different manner or at a different time from that provided to other Clients.
 3. Restricting a Client in any way in the enjoyment of any advantage or privilege enjoyed by others receiving any service and/or benefit.
 4. Treating a Client differently from others in satisfying any admission requirement or condition, or eligibility requirement or condition, which individuals must meet in order to be provided any service and/or benefit.
 5. Assignment of times or places for the provision of services.
- C. Complaint Process – CONTRACTOR shall establish procedures for advising all Clients through a written statement that CONTRACTOR’s and/or subcontractor’s Clients may file all complaints alleging discrimination in the delivery of services with CONTRACTOR, subcontractor, and ADMINISTRATOR.
1. Whenever possible, problems shall be resolved informally and at the point of service. CONTRACTOR shall establish an internal informal problem resolution process for Clients not able to resolve such problems at the point of service. Clients may initiate a grievance or complaint directly with CONTRACTOR either orally or in writing.
 2. Within the time limits procedurally imposed, the complainant shall be notified in writing as to the findings regarding the alleged complaint and, if not satisfied with the decision, may file an appeal.
- D. Persons With Disabilities – CONTRACTOR and/or subcontractor agree to comply with the provisions of §504 of the Rehabilitation Act of 1973, as amended, (29 USC 794 et seq., as

implemented in 45 CFR 84.1 et seq.), and the Americans with Disabilities Act of 1990 as amended (42 USC 12101 et seq.; as implemented in 29 CFR 1630), as applicable, pertaining to the prohibition of discrimination against qualified persons with disabilities in all programs or activities, and if applicable, as implemented in Title 45, CFR, §84.1 et seq., as they exist now or may be hereafter amended together with succeeding legislation.

- E. Retaliation – Neither CONTRACTOR nor subcontractor, nor its employees or agents shall intimidate, coerce or take adverse action against any person for the purpose of interfering with rights secured by federal or state laws, or because such person has filed a complaint, certified, assisted or otherwise participated in an investigation, proceeding, hearing or any other activity undertaken to enforce rights secured by federal or state law.
- F. In the event of non-compliance with this paragraph or as otherwise provided by federal and state law, this Contract may be canceled, terminated or suspended in whole or in part and CONTRACTOR or subcontractor may be declared ineligible for further contracts involving federal, state or COUNTY funds.

9. Paragraph XXIX. Revenue is hereby deleted and replaced in its entirety as follows to maintain original contract paragraph numbering:

XXIX. Intentionally Omitted

10. The Contractor's name and Contract Term in the title for Exhibit A is hereby amended and replaced as follows:

EXHIBIT A
TO THE CONTRACT FOR PROVISION OF
CONTRACT FOR PROVISION OF
YALE SHELTER OPERATOR SERVICES

BETWEEN
COUNTY OF ORANGE
AND
PEOPLE ASSISTING THE HOMELESS (PATH)
NOVEMBER 17, 2020, THROUGH JUNE 30, 2024

11. Exhibit A, Paragraph I. Common Terms and Definitions is hereby amended to add the following Common Terms and Definitions as follows:

- 1. Access Point refers to the point of entry into the Coordinated Entry System for households experiencing homelessness or at-risk of homelessness.
- 2. Admission means documentation, by CONTRACTOR, of completion of the entry and

program enrollment into HMIS.

3. Care Coordinator is a MHS, CSW, or MFT that provides mental health, crisis intervention and case management services to those Residents who seek services in the COUNTY operated outpatient programs.

4. Case Management Linkage Brokerage means a process of identification, assessment of need, planning, coordination and linking, monitoring and continuous evaluation of Residents and of available resources and advocacy through a process of casework activities in order to achieve the best possible resolution to individual needs in the most effective way possible. This includes supportive assistance to the Resident in the assessment, determination of need and securing of adequate and appropriate living arrangements.

5. Client or Participant means an individual enrolled in CONTRACTOR's program for services under the Contract, who is at risk of homelessness or experiencing homelessness.

6. Coordinated Entry System (CES) refers to the mechanism for allocating available housing units into a systematic resource targeting process designed to implement localized priorities for program participants. The CES covers the geographic area of Orange County and is regionally focused by Service Planning Areas, is easily accessed by individuals and families experiencing homelessness who are seeking housing and services, and includes a comprehensive and standardized process used by all service providers in the Orange County System of Care.

7. Continuum of Care (CoC) is a regional or local planning body that coordinates housing and services funding for homeless families and individuals. The CoC strategizes the community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximize self-sufficiency. The CoC's plan includes action steps to end homelessness and prevent a return to homelessness.

10. Homeless Management Information System (HMIS) refers to the local information technology system used to collect client-level data on the provision of housing and services to homeless individuals and families, as well as persons at risk of homelessness.

11. Housing Navigation is a community-based, solution-focused strategy that assists individuals with complex and frequently occurring issues that prevent them from accessing and maintaining stable housing.

12. Housing Specialist means a specialized position dedicated to developing the full array of housing options for their program and monitoring their suitability for the population served in accordance with the minimal housing standards policy set by the COUNTY for their program. This individual is also responsible for assisting Participants with applications to low income housing, housing subsidies, senior housing, etc.

13. HUD is the Department of Housing and Urban Development (HUD), a cabinet-level agency that oversees federal programs designed to help Americans with their housing needs. HUD seeks to increase homeownership, support community development and increase access to affordable housing free from discrimination.

15. Intern means an individual enrolled in an accredited graduate program accumulating clinically supervised work experience hours as part of field work, internship, or practicum requirements. Acceptable graduate programs include all programs that assist the student in meeting the educational requirements in becoming a MFT, a Licensed CSW, or a licensed Clinical Psychologist.

16. Outreach means the Outreach to potential Participants to link them to appropriate supportive services and may include activities that involve educating the community about the services offered and requirements for participation in the programs. Such activities should result in the CONTRACTOR developing their own Participants referral sources for the programs they offer.

19. Service Planning Area (SPA) is a regional sector within the COUNTY. The three geographic regions are North, Central, and South County SPAs designed to improve service coordination and align resources among regional cities in Orange County.

20. Standards of Care refers to the standards approved by COUNTY for providing services to Participants. COUNTY may provide CONTRACTOR with COUNTY developed standards upon execution of, or during the term of, the Contract and update thereafter as necessary.

12. Exhibit A, II. Budget is hereby amended and replaced in its entirety as follows:

	<u>PERIOD 1</u>	<u>PERIOD 2</u>	<u>PERIOD 3</u>	<u>PERIOD 4</u>
ADMINISTRATION COSTS				
Indirect	<u>\$386,017</u>	<u>\$579,026</u>	<u>\$579,026</u>	<u>\$700,132</u>
SUBTOTAL ADMINISTRATION COSTS	\$386,017	\$579,026	\$579,026	\$700,132
PROGRAM COSTS				
Salaries	\$1,654,834	\$2,135,000	\$2,292,250	\$2,972,164
Benefits	\$446,805	\$448,000	\$520,208	\$713,319
Services and Supplies	\$1,758,536	\$3,207,262	\$2,977,804	\$2,414,385
Start-up Costs	<u>\$950,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
SUBTOTAL PROGRAM COSTS	\$4,810,175	\$5,790,262	\$5,790,262	\$6,099,868
TOTAL GROSS COSTS	\$5,196,192	\$6,369,288	\$6,369,288	\$6,800,000

<u>TOTAL PROVIDER</u>	_____ \$0	_____ \$0	_____ \$0	_____ \$901,448
<u>LEVERAGED FUNDING</u>				
TOTAL CONTRACT AMOUNT				\$7,701,448

13. Exhibit A, III. Payments is hereby amended and replaced in its entirety as follows:

III. PAYMENTS

A. COUNTY shall pay CONTRACTOR monthly, in arrears. Upon execution of the Contract, the provisional amount of \$530,774, for one month of service may be invoiced by CONTRACTOR and paid by COUNTY. Contractor agrees that all payments are interim payments only, and subject to auditing by County and/or other regulatory body with auspices over ARPA funding and maybe subject to recoupment in the event said expenditures cannot be substantiated by source documentation collected and maintained by Contractor, to include but not be limited to receipts, purchase orders, ledgers, books, check stubs, invoices, records, etc. confirming expenses incurred and paid out (expended). Lack of supporting source documentation of any expenditure claimed to County and reimbursed to Contractor under this Agreement shall be immediately subject to recoupment by County. All payments are interim payments only, and subject to Final Settlement in accordance with the Cost Report Paragraph of the Agreement for which CONTRACTOR shall be reimbursed for the actual cost of providing the services hereunder; provided, however, the total of such payments do not exceed the Maximum Obligation as specified in the Referenced Contract Provisions of the Agreement, and provided further, CONTRACTOR's costs are reimbursable pursuant to COUNTY, state, and federal regulations. ADMINISTRATOR may, at its discretion, pay supplemental invoices for any month for which the provisional amount specified above has not been fully paid.

1. In support of the monthly invoices, CONTRACTOR shall submit an Expenditure and Revenue Report as specified in the Reports Paragraph of this Exhibit A to the Agreement. ADMINISTRATOR shall use the Expenditure and Revenue Report to determine payment to CONTRACTOR as specified in Subparagraphs A.2. and A.3., below.

2. If, at any time, CONTRACTOR's Expenditure and Revenue Reports indicate that the provisional amount payments exceed the actual cost of providing services, ADMINISTRATOR may reduce COUNTY payments to CONTRACTOR by an amount not to exceed the difference between the year-to-date provisional amount payments to CONTRACTOR's and the year-to-date actual cost incurred by CONTRACTOR.

3. If, at any time, CONTRACTOR's Expenditure and Revenue Reports indicate that

the provisional amount payments are less than the actual cost of providing services, ADMINISTRATOR may authorize an increase in the provisional amount payment to CONTRACTOR by an amount not to exceed the difference between the year-to-date provisional amount payments to CONTRACTOR and the year-to-date actual cost incurred by CONTRACTOR.

B. CONTRACTOR's invoicing shall be on a form approved or supplied by ADMINISTRATOR and provide such information as is required by ADMINISTRATOR. Invoices are due the tenth (10th) day of each month. Invoices received after the due date may not be paid within the same month. Payments to CONTRACTOR should be released by COUNTY no later than thirty (30) calendar days after receipt of the correctly completed invoice.

C. All invoices to COUNTY shall be supported, at CONTRACTOR's facility, by source documentation including, but not limited to, ledgers, journals, time sheets, invoices, bank statements, canceled checks, receipts, receiving records, and records of services provided.

D. ADMINISTRATOR may withhold or delay any payment if CONTRACTOR fails to comply with any provision of the Agreement.

E. ADMINISTRATOR shall reconcile the provisional payment in the last three (3) months of the fiscal year by deducting no more than fifty percent (50%) of the provisional payment each month.

F. COUNTY shall not reimburse CONTRACTOR for services provided beyond the expiration and/or termination of the Agreement, except as may otherwise be provided under the Agreement, or specifically agreed upon in a subsequent Agreement.

G. CONTRACTOR and ADMINISTRATOR may mutually agree, in writing, to modify the Payments Paragraph of this Exhibit A to the Agreement.

14. Exhibit A, V. Services section is hereby amended and replaced in its entirety as follows:

I. SERVICES

A. SCOPE OF SERVICES

1. Overview

a. The Yale Navigation Center located at 2229 South Yale Street, Santa Ana, will provide emergency shelter services for up to 425 men, women, transgender and non-confirming participants, in addition to serving couples, experiencing homelessness in the Central Service Planning Area. The Yale Navigation Center will include a multi-service center that provides supportive and stabilizing services that meet the complex need of participants. The Yale

Navigation Center will provide a trauma informed, and evidence-based sheltering program that re-integrates participants back into the community through case management and linkage to permanent housing.

b. Contractor shall perform all services set forth in the program description and will be responsible for administering program funded with federal, state and local funds, described as follows, in a manner satisfactory to the County and consistent with any required funding standards. All work shall be performed in accordance compliance with all latest applicable codes, standards, and regulations and guidelines established within the County of Orange's Standards of Care for Emergency Shelters. The Contractor of the Yale Navigation Center shall:

1) Enter into a three (3) year operational Contract with the County to operate and provide services associated with the Yale Navigation Center.

2) Enter into a lease agreement with the County for the Yale Navigation Center. The lease shall be for three (3) years with two (2) one-year extension periods on the same terms and conditions of the lease unless the County or Contractor gives the other written notice of its intention to not extend the lease.

3) Leverage County funds with other private funding and/or resources for operations and may also include services received on an in-kind basis by Contractor and/or other community partners.

2. Program Description Summary

a. Contractor will provide trauma informed emergency shelter services with an emphasis on shelter stabilization and support services to permanent housing. The operator will be responsible for direct service engagement in addition to mobilizing and leveraging community programs through the use of co-location partnerships to meet the stabilization and housing goals for participants. Yale Navigation Center will operate in accordance with the County's Standards of Care, a comprehensive set of administrative, operational and facility-based standards designed to support the quality and consistency of program operations, evidence-based participant services, core organizational/administrative functions, and facility design/operations.

3. Eligible Population to be Served

a. The target population for Yale Navigation Center will be defined by U.S. Department of Housing and Urban Development (HUD) criteria for defining homelessness, Categories 1 and 4, per the Final Rule on "Defining Homeless" (24 CFR parts 91, 576 and 578) or would be experiencing homelessness upon exiting an institution.

Additionally, individuals seeking shelter in the Central Service Planning Area will require a referral to the Yale Navigation Center through the Bed Reservation System and be screened for

the program eligibility prior to enrollment at the Yale Navigation Center. The process ensures a bed is available and determine if the individual is appropriate for the program.

4. Referrals and Bed Reservations

a. Referrals to the Yale Navigation Center will be made utilizing the Homeless Management Information System (HMIS) Bed Reservation System. Individuals seeking shelter will be screened for open felony warrants and status as a registered sex offender during the referral process.

5. Use of Funds

a. The funds allocated to the Contractor through this contract will support the provision of emergency shelter services and enhanced supportive services to increase linkages to permanent housing. The funds for this contract may include federal, state and local funds which eligible activities would align with the provision of services and operations of the Yale Navigation Center.

6. Reporting

a. Contractor is required to submit reporting on daily, weekly and monthly basis in a form acceptable to the County. The reporting shall support the County in evaluating the Contractor's performance as it related to participant data, program linkages and units of services.

Contractor will be required to utilize the Homeless Management Information System to comply with HUD's data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless individuals at the Yale Navigation Center.

B. PROGRAM DESCRIPTION

1. The Yale Navigation Center will provide trauma informed emergency shelter services with an emphasis on shelter stabilization and support services to permanent housing. The Yale Navigation Center will play an integral component to developing vital infrastructure for the Orange County Homeless System of Care and providing individualized services to meet the complex needs of those experiencing homelessness.

2. The Yale Navigation Center will include a multi-service center that supports the complex needs of participants by providing on-site supportive and stabilizing services. This includes engaging participants in a meaningful and professional manner in mutually developing individualized service/housing plans with the goal of permanent housing. The Contractor will be responsible for direct service engagement in addition to mobilizing and leveraging community programs through the use of co-location partnerships to meet the stabilization and housing goals for participants. The Contractor is to provide a trauma informed, and evidence-based sheltering

program that re-integrates participants back into the community through case management and linkage to permanent housing.

3. The Yale Navigation Center is located at 2229 S. Yale Street, Santa Ana, California. The Yale Navigation center is designed to support up to 425 adult individuals and couples, in which each bed will have a trauma informed design for privacy and safety. The facility for the Yale Navigation Center includes a path to travel for all beds and has been designed to support access for persons with disabilities. However, there will be 26 beds specifically designed to accommodate for persons with disabilities in all sleeping sections.

C. TARGET POPULATION AND ELIGIBILITY REQUIREMENTS

The target population for Yale Navigation Center will be defined by U.S. Department of Housing and Urban Development (HUD) criteria for defining homelessness, Categories 1 and 4, per the Final Rule on “Defining Homeless” (24 CFR parts 91, 576 and 578) or would be experiencing homelessness upon exiting an institution.

1. Category 1: Literally Homeless

a. Individual who lacks a fixed, regular, and adequate nighttime residence, meaning:

1) Has a primary nighttime residence that is a public or private place not meant for human habitation;

2) Is living in a publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state and local government programs); or

3) Is exiting an institution where (s)he has resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

2. Category 4: Fleeing/Attempting to flee Domestic Violence

a. Any individual who:

1) Is fleeing, or is attempting to flee, domestic violence

2) Has no other residence; and

3) Lacks the resources or support networks to obtain other permanent housing

3. Additionally, to meeting the homelessness definition as described above, individuals seeking shelter in the Central Service Planning Area will be screened for open felony warrants and status as a registered sex offender. If an individual has an open felony warrant(s) or is a registered sex offender, they will not be eligible for this program.

4. The Yale Navigation Center will have beds reserved for individuals experiencing

homelessness who are participants of the County of Orange's Health Care Agency Adult and Older Behavioral Health (HCA AOABH.) These participants will be identified by HCA AOABH and will be individuals' who are diagnosed with a serious and persistent mental illness and receive mental health services.

D. DESCRIPTION OF SERVICES

The Contractor will be responsible for the day-to-day operations of the Yale Navigation Center, on an ongoing basis the Contractor will:

1. Operate the Yale Navigation Center 24 hours a day, seven days a week, 365 days a year and must provide bed management services for current participants at all times.
2. Provide routine supportive services, at a minimum, Monday through Sunday from 8:00 a.m. to 5:00 p.m. Weekend and evening hours will be necessary, and Contractor shall modify the hours of operation to include any additional weekend hours in order to meet participants' needs as required.
3. Execute the following core operational activities and responsibilities for the Yale Navigation Center:
 - a. Incorporate best and evidenced-based practices, including Housing First, trauma-informed care and harm reduction.
 - b. Execute shelter services that provide stability and safety for participants, staff, co-located community service providers and volunteers.
 - c. Facilitate connections to healthcare needs, benefits, and behavioral health services.
 - d. Provide weekly case management to support mutually developed and individualized service/housing plans to facilitate exits to permanent housing and/or an appropriate higher level of care.
 - e. Develop and operationalize a robust network of wrap around services including co-location of services leveraged from community-based program partnerships and volunteer organizations.
 - f. Maintain programmatic accessibility for all participants ensuring full inclusion of services within the shelter.
 - g. Develop and execute a referral network plan that accounts for the organized receipt of participants from the Central Service Planning Area in addition to executing a transportation plan that meets the needs of the participants being referred in. Transportation plans must accommodate to a no walk up or walk out model.
 - h. Develop and execute a good neighbor policy that supports the surrounding area and community by being responsive to community concerns, providing education, and engaging

stakeholders to ensure the good neighbor policy balances the needs of the surrounding community and the individualized needs of participants residing in the shelter. The Good Neighbor Policy shall include quarterly community feedback meetings led by the provider, identified staff to respond to outreach concerns in the defined good neighbor zone, and an email address and phone number to be distributed to the community for questions and concerns about operations.

4. Execute all items within the County of Orange's Standards of Care for Emergency Shelters. The County's Standards of Care provide a comprehensive set of administrative, operational, facility-based standards designed to support the quality, and consistency of program operations, evidence-based participant services, core organizational/administrative functions, and facility design/operations.

5. Keep and maintain the Facility and any and all improvements now or hereafter constructed and installed on the Facility in good order, condition and repair and in a safe and sanitary condition and in compliance with all applicable laws in all material respects including, but not limited to, the landscaping, hardscaping, plumbing systems, fluorescent ceiling-mounted electric light fixtures; bulbs for fluorescent lights and related switches; windows; doors and locks, interior/non-structural/above-slab elements of the Facility and all furnishings and equipment thereon, if applicable, and improvements constructed thereon in good order and repair (reasonable wear and tear excepted), and to keep said Facility in a neat, clean, orderly, safe, and sanitary condition. Said maintenance includes, but is not limited to, janitorial services, flooring care and the prevention of accumulation of any refuse or waste materials that might constitute a fire hazard or a public or private nuisance.

E. OPERATIONS OF YALE NAVIGATION CENTER

1. Administrative Responsibilities

a. Staffing and Program Oversight

1) Develop and submit a 24/7 Site Management Plan (24 hours per day, 7 days a week) for the Yale Navigation Center. The plan should include staffing, volunteers, meals, security, janitorial and supportive services.

2) The Program Director shall be directly responsible for the management and supervision of the program. A program Director or equivalent shall be "on call" to appropriately respond to County Program Manager and related staff for emergencies. An emergency contact list will be maintained and distributed to include 24-hour emergency phone numbers.

b. File Maintenance and Documentation

1) Operator shall prepare all applicable files and perform all administrative management tasks, as indicated in the Standards of Care.

2) Operator shall maintain all records required by the federal regulations specified in 24 CFR 570.503(b)(2), 570.506, 570.507, 570.508 that are pertinent to the activities to be funded under this CONTRACT.

3) Records providing a full description of each activity undertaken;

4) Financial records as required by 24 CFR 570.502, and OMB Circular A-87;

and

5) Other records necessary to document compliance with Subpart K of 24 CFR 570.

c. Annual Audit Submission: Independent audits to be performed by a Certified Public Accountant, which shall include an audit of funds received from the County, in accordance with applicable regulatory requirements. Copies of each required audit report must be provided to the County within thirty (30) days after the date received by the Operator.

d. Retention: Operator shall retain all records pertinent to expenditures incurred under this Contract for a period of five (5) years after the termination of all activities funded under this Contract, or after the resolution of all federal audit finding, whichever occurs later. Records for non-expendable property acquired with funds under this Contract shall be retained for five (5) years after final disposition of such property. Records for any displaced person must be kept for five (5) years after s/he has received final payment.

2. Site Management Responsibilities

a. Provide supervision of participants including intake, registration, access to shelter services and amenities including sleeping areas, laundry, medical, and the scheduling of meals, showers, and other personal services as needed.

b. Provide trained security personnel for the safety of participants and staff and develop Security Plan for the Yale Navigation Center. Security Plan will be reviewed and approved by the County. Security will enforce rules such as no drinking or drug use on the premises, no smoking in the building, no weapons, reinforcing the good neighbor policy, etc.

c. Provision of janitorial services to clean and disinfect all areas of the facility including all areas utilized by participants, shelter, multi-service center, and office space and keep a schedule for regular facility maintenance and cleaning.

3. Program Administration

a. Participation in the Homeless Management Information System (HMIS) is required for the Yale Navigation Center. HMIS participation will support the Contractor in complying with HUD's data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless.

1) Contractor must comply with all applicable policies and procedures for the Orange County HMIS.

2) Contractor must implement and utilize live bed reservation module with HMIS to track utilization and report availability.

b. Coordinated Entry System (CES) streamlines access and referral to services and housing using standardized tools and practices ensuring that all people experiencing a housing crisis have fair and equal access and prioritizes homeless assistance for those with the most severe needs. CES is a requirement of this contract.

1) Contractor must comply with all applicable procedures for the Orange County CES, based on their identified role as an Access Point or CES Participating Agency.

2) Contractor must accept referrals and/or matches from the Orange County CES, in accordance with any guidance or policies set forth by the Office of Care Coordination and/or Orange County CoC.

c. Case Management provided by the Contractor will assess the participants' needs at program intake, develop Individual Service Plans (ISPs) to identify housing and health goals, and navigate public and private systems to access critical resources (e.g., eligible benefits, medical homes, and identification). Contractor will follow a Housing First approach that prioritizes permanent homes followed by access to voluntary supportive services such as medical and mental healthcare, substance use services, benefits assistance, and legal aid, which promote long-term stability.

1) Participants who identify as actively fleeing a domestic violence situation must be offered an immediate connection to a domestic violence shelter at a confidential location, when requested by the participant, to ensure the safety and wellbeing of the participant.

2) Case managers will be responsible for regularly tracking beds, property, pets, medication and case management needs.

d. Contractor will provide financial stability services to participants. This will include workforce re-entry via Individual Employment Plans (IEPs), job training and linkage services, resume building and interview practice workshops, job retention services, and financial literacy. Additionally, Contractor will help participants for public benefits by helping determine eligibility, complete paperwork, and make and attend appointments.

e. Contractor will coordinate supportive and stabilizing services for the multi-service center that supports the complex needs of participants at the Yale Navigation center. These supportive services should include housing linkages, case management, medical and mental healthcare, employment training, benefits advocacy, and other services to help individuals

experiencing homelessness secure and stably maintain their homes.

1) Contractor will leverage expansive provider partnerships to ensure our clients have the resources and supportive services they need to succeed in permanent housing. These partnerships may be formalized through a Memorandum of Understanding outlining expectations and services to be provided.

f. Contractor will develop and implement a pet policy that accommodates participants with pets. The pet policy should detail the participants' responsibilities related to the handling and caring of the pet.

g. Contractor will also provide essential facility services to participants that promote stability such as mail services, laundry services, telephone access, janitorial services, routine maintenance, utilities, etc.

4. Good Neighbor Policy

a. The Contractor must foster strong community engagement and implement a good neighbor policy that support the long-term success of the Yale Navigation Center. Contractor will have an associate director of Community Engagement to implement a four-phase, community-based process to assess needs and expectations:

1) Phase One: Engages key stakeholders (i.e., governments, service providers, neighborhood councils and leaders, faith groups, and first responders).

2) Phase Two: Contractor will conduct listening campaign to hear the community members' thoughts, look for common goals, and set realistic expectations.

3) Phase Three: Contractor will involve formal community meetings to present the project, facilitate a Question-and-Answer session.

4) Phase Four: Contractor will form a community forum and communications plan for ongoing engagement. The associate director will continue to engage with stakeholders, and attend community meetings.

b. As part of the implementation of the Good Neighbor Policy, the Contractor will:

1) Establish communication and coordination with Neighborhood, Businesses, City of Santa Ana and Public. This may include establishing webpage where all Yale Navigation Center related information and Frequency Asked Questions that provide answers to community concerns.

2) Establish communication and coordination with local police and fire departments to support the program implementations and operations of the Yale Navigation Center.

3) Establish a neighborhood patrol to monitor the surrounding area to control

issues of loitering, encampments, unauthorized parking of participant vehicles in the neighborhood, abandoned property, and other blight.

a) Neighborhood patrols will be conducted daily for the first three months of operations and three times weekly thereafter.

b) Neighborhood patrols that identify issues related to Yale Navigation Center are to be addressed by the Contractor.

c) The surrounding area for the purposes of neighborhood patrols is defined as west of Fairview, north of Warner to Centennial Park, and east of Harbor and the Santa Ana riverbed.

d) Create a phone number and email for questions and concerns in the surrounding community.

4) Work with street outreach providers and law enforcement to engage individuals experiencing homelessness within the surrounding area to connect them to available emergency shelter beds and other supportive services.

5. Transportation Plan

a. The Contractor will provide transportation to and from the Yale Navigation Center from specified pick-up/drop-off points coordinated with the County. A minimum of three designated pick-up/ drop-off locations will be identified with ample geographic range for participants to effectively connect to transit hubs.

b. The policies for travel to and from the Yale Navigation Center will be designed to support participant needs and minimize potential impact on the adjacent residential neighborhood and businesses. The Contractor will provide weekly trips to DMV, government services, community-based programs, transit hubs, and other community resources. Pedestrian and bicycle access to and from the Yale Navigation Center will not be permitted.

c. The Contractor will establish and submit to the County policies and procedures for the following transportation measures:

- 1) Transportation Flow On and Off Property
- 2) Bus and Shuttle Transportation Services
- 3) Personal Vehicle Transportation and Parking
- 4) Staff Transportation of Participants
- 5) Delivery of Shelter Goods and Community Donations

d. The Yale Navigation Center will only provide onsite parking to the Contractor staff, supportive services providers, volunteers and a limited number of participants. The Contractor to establish a tracking mechanism for all vehicles parked onsite, which at minimum includes the

license plate and owner's name. Participants who wish to park their vehicles onsite will have to provide additional documentation related to vehicle registration, valid driver's license and insurance.

F. PERFORMANCE MEASURES AND MONITORING

1. The following performance measures will be a requirement of this contract, and ensure a shelter flow that prioritizes participant housing goals and exits to permanent housing.

a. Occupancy: Contractor will maintain an average occupancy of 95% or above.

b. Of the Participants enrolled in the program during the reporting period, 90% of participants will be connected to the CES within 30 days of program enrollment. Connected to the CES at minimum includes a program enrollment; however, the goal is to get program participants in the community queue within 10 days of shelter entry or as fast as possible.

c. Exits to permanent housing: A minimum of 30% of all participants exit to a permanent housing destination upon shelter program exit.

d. Services: A minimum of 95% of all participants will engage in the development of service/housing plans to include housing, medical, behavioral health, benefits, and/or employment services.

e. On an annual basis, at minimum, the Program must solicit participant feedback to assess Program operation changes to better support and meet the needs of Participants and evaluate how to best meet the above outlined performance outcomes. Methods for receiving Participant feedback can include exit interviews, surveys, focus groups and program meetings.

2. The County shall monitor the performance of Contractor against the goals, outcomes, milestones and performance standards required herein including the Standards of Care. Substandard performance, as determined by County, will constitute non-compliance with this Contract for which County may immediately terminate the Contract. If action to correct such substandard performance is not taken by Operator within the time period specified by County, payment(s) will be denied in accordance with the provisions contained in the Contract.

County shall periodically evaluate Operator's progress in complying with the terms of this Contract. Operator shall cooperate fully during such monitoring. County shall report the findings of each monitoring to Operator.

G. REPORTING REQUIREMENTS

1. Contractor is required to submit reporting on daily, weekly and monthly basis in a form acceptable to the County. Monthly reports will be due by the tenth (10) day of the following month of services rendered, unless otherwise approved by County. The reporting shall support the County in evaluating the Contractor's performance as it related to participant data, program linkages and

units of services, as well as engagements in support of the Good Neighbor Policy. Contractor will be required to utilize the Homeless Management Information System to comply with HUD's data collection, management, and reporting standards and used to collect client-level data and data on the provision of housing and services to homeless individuals at the Yale Navigation Center. Contractor must provide a minimum of one (1) performance report for the Yale Navigation Center for a period no less than twelve (12) months as a condition of funding.

15. Exhibit A, VI. Staffing is hereby amended and replaced in its entirety as follows:

Position Title	Number of FTEs
Director	1.00
Associate Director - Clinical	1.00
Associate Director – Shelter Operations	1.00
Program Manager - Clinical	1.00
Program Manager - Operations	1.00
Lead Case Manager - Clinical	1.00
Lead Case Manager	1.00
Case Manager - Clinical	4.00
Substance Abuse Counselor	1.00
Case Manager	15.00
Safety Support Associate	8.00
Operations Associate	1.00
Head Chef	1.00
Cook	6.00
Transportation Specialist	5.00
Safety Support Coordinator (Security)	2.00
Quality Assurance Specialist	1.00
Community Affairs Specialist	1.00
Community Affairs Associate	1.00
<i>Staffing total</i>	<i>53.00</i>

VI. STAFFING

A. CONTRACTOR shall provide effective administrative management of the budget, staffing, recording, and reporting portion of the agreement with the COUNTY. If administrative responsibilities are delegated to subcontractors, the CONTRACTOR must ensure that any subcontractor(s) possess the qualifications and capacity to perform all delegated responsibilities. Responsibilities include but are not limited to the following:

1. Designate the responsible position(s) in your organization for managing the funds allocated to this program;
 2. Maximize the use of the allocated funds;
 3. Ensure timely and accurate reporting;
 4. Maintain appropriate staffing levels;
 5. Ensure staff possess the qualification and capacity to perform responsibilities tied to the staff's position. All staff should complete training as detailed within the County of Orange Standards of Care For Emergency Shelters.
 6. Ensure staff are not on any formal or informal supervision;
 7. Effectively communicate and monitor the program for its success;
 8. Maintain communication between the CONTRACT key staff and Program Administrators;
- and,
9. Act quickly to identify and solve problems.

B. Staff shall be available on site, seven (7) days per week for each site(s). Staffing pattern shall provide for at least four (4) staff member to be on duty and awake twenty-four (24) hours a day, seven (7) days a week, unless otherwise approved by the ADMINISTRATOR. Staff shall be available during normal working hours.

C. Staff shall ensure that all program sites are well maintained, hazard free, and food is supplied.

D. Experience with the target population is preferred. Staff should be trained to recognize signs of decompensation and be prepared to provide the appropriate level of intervention as needed.

E. One (1) or more staff will work with the participants to apply for available housing units. The staff should work closely with any Housing Navigators working with the target population, and collaborate with existing systems to ensure maximum utilization of services and reduce duplicative efforts. This includes, but is not limited to, assistance with all issues related to securing housing such as developing housing leads, identifying landlords willing to work with the population, creating suitable housing options from available stock, working with landlords to develop positive relationships, assisting participants to be document ready for housing interviews, and assisting with transportation for housing search purposes. Staff will meet with property managers, coach residents

to be successful when meeting with potential property managers, and prepare them for moving into a unit. Staff may also work to develop shared housing options for participants. Staff will work in collaboration with the participants' assigned case manager to ensure both parties are aware of one another's efforts and progress. Caseloads should be limited to twenty-five (25) Clients per case manager at any given time.

F. If participants are not connected to supportive services, one (1) or more support staff will assist the participants with linkage to supportive services.). This includes assisting Case Managers, whom will obtain records needed for benefits acquisition. Staff will also assist with all housing search activities as described above.

G. CONTRACTOR shall, at a minimum, provide the following staffing pattern expressed in Full-Time Equivalent (FTEs) continuously throughout the term of the Agreement. One (1) FTE shall be equal to an average of forty (40) hours work per week.

H. Staffing description and responsibilities:

1. Director: Responsible for day-to-day operations, staffing and services of Yale. This role utilizes their expertise to guide the department to be more innovative, effective, and efficient in achieving the organization's goals.

2. Associate Director – Clinical: Responsibilities include, but are not limited to, collaborating with appointed liaisons and community providers, ensuring compliance with chart and clinical documentation, providing clinical oversight and supervision of case management staff and services, and providing overall strategic guidance and leadership.

3. Associate Director – Operations: Responsible for overseeing onsite shelter operations including kitchen, security, transportation, and janitorial services. The position will work collaboratively with the management team and support the other Associate Directors functions, including case management, programming, and community initiatives.

4. Program Manager – Clinical: The Program Manager will work with staff to assist guests with building skills, reducing mental health and functional barriers to obtaining and maintain housing, and strengthening community social service linkages necessary for the guest to fully integrate into the community once they leave interim housing.

5. Program Manager – Operations: Responsible for working with staff to assist these guests in breaking the cycle of homelessness by establishing and pursuing a permanent housing plan and accessing and maintaining necessary support services in the community.

6. Lead Case Manager – Clinical: Responsible for providing training and support to less experienced case management staff, serving as a point of contact for funders, facilitating trainings on behalf of PATH, coordinating and training volunteers and interns, and overseeing specific administrative functions of the interim housing program.

7. Lead Case Manager: Provides direct client services designed to assist guests with building skills, reducing mental health and functional barriers to obtaining and maintaining housing, and strengthening community social service linkages necessary for the guest to fully integrate into the community once they leave interim housing. This requires collaboration with other departments internal and external to PATH as new guests are admitted into Interim Housing to ensure access to services.

8. Case Manager – Clinical: Responsible for assisting guests with building skills, reducing mental health and functional barriers to obtaining and maintaining housing, and strengthening community social service linkages necessary for the guest to fully integrate into the community once they leave interim housing. This position requires a master's level education and provides therapeutic services, such as individual and group therapy, to guests in addition to case management services.

9. Substance Abuse Counselor: Works to engage with these individuals and is responsible for providing field-based substance abuse assessments, substance use treatment referrals and follow-up services as necessary to promote client success. To ensure the upmost quality of services provided, the Substance use Counselor also works to develop relationships within the community that facilitate seamless referrals and expedited service linkages.

10. Case Manager: Assists guests with building skills, reducing mental health and functional barriers to obtaining and maintaining housing, and strengthening community social service linkages necessary for the guest to fully integrate into the community once they leave interim housing.

11. Safety Support Associate: Proactively works to ensure the Interim Housing site is a safe environment for all staff, program participants, and visitors. This includes monitoring the site's facilities and grounds for any concerns, building rapport with participants to engage them in maintaining safety at the site, and providing assistance and support when crisis situations do arise. Additionally, this position assists with implementing security and support systems, protocols, and policies.

12. Operations Associate: Supports the physical operation of the facility at the Yale site. Conducts a variety of tasks throughout the facility, including in the kitchen and within the residential living accommodations, to ensure a safe and productive environment for all clients, staff, and visitors. Also, supply management, providing operational support in the kitchen, assisting with office moves, and

handling and managing the maintenance, including cleanliness, of the equipment, buildings, and property at the Yale site.

13. Head Chef: Responsible for providing administrative, supervisory, and quality control oversight to the kitchen staff and coordination of guests' dietary menu plans as needed. This includes ensuring that guests receive three meals a day and refreshments and snacks as needed and that staff abide by all health and safety regulations, including possession of current food handler's certificate.

14. Cook: Helps create a welcoming, homelike environment and nutritious meals for our guests. They work alongside a team of kitchen and case management staff to ensure that all PATH Interim Housing guests receive three meals each day and snacks/refreshments throughout the day as needed.

15. Transportation Specialist: Provides courteous and supportive assistance to ensure guests and their possessions arrive safely at their destination. To ensure that the needs of each guest are met, the Transportation Specialist also works collaboratively with the case management staff and volunteers on-site assists with monitoring guests.

16. Safety Support Coordinator: Proactively works to ensure the Interim Housing site is a safe environment for all staff, program participants, and visitors. This includes monitoring the site's facilities and grounds for any concerns, building rapport with participants to engage them in maintaining safety at the site, and aiding and supporting when crisis situations do arise. Additionally, this position assists with implementing security and support systems, protocols, and policies.

17. Quality Assurance and Compliance (QAC) Specialist: Essential activities include Risk Assessment and Management, Program Implementation, Internal Auditing and External Audit Coordination, Reporting, Performance Evaluation, Data System Management and Document Management. The QAC Specialist supports contractual compliance and administration of client databases including generating and analyzing reports, user management, and adherence to Homeless Management Information Systems policies and procedures.

18. Community affairs specialist/associate: Plays a key role in our efforts to engage and build relationships with our neighbors in Orange County. Responsibilities of Community Affairs include coordinating all volunteer and community engagement activities, recruiting and stewarding volunteers and donors in Orange County, and overseeing a variety of development activities.

16. The Contract Term for Exhibit B is hereby amended and replaced as follows:

EXHIBIT B
TO THE CONTRACT FOR PROVISION OF
YALE SHELTER OPERATOR SERVICES

BETWEEN
COUNTY OF ORANGE
AND
PEOPLE ASSISTING THE HOMELESS (PATH)
NOVEMBER 17, 2020 THROUGH JUNE 30, 2024

17. This Amendment No. 7 modifies the Contract and all previous Amendments, only as expressly set forth herein. Wherever there is a conflict in the terms or conditions between this Amendment No. 7 and all previous Amendments and the Contract, the terms and conditions of this Amendment No. 7 prevail. In all other respects, the terms and conditions of the Contract, including its amendments, not specifically changed by this Amendment No. 7, 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.

PEOPLE ASSISTING THE HOMELESS (PATH), a California Nonprofit Corporation

TESCIA URIBE
Print Name

Chief Program Officer
Title

DocuSigned by:
Tescia Uribe
E0D0F3C91DCE483...

4/20/2023
Date

Print Name

Title

Signature

Date

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

Nicole Swain
Print Name

Deputy Purchasing Agent
Title

Signature

Date

APPROVED AS TO FORM

Office of the County Counsel
Orange County, California

MARK BATARSE
Print Name

Deputy County Counsel
Title

DocuSigned by:
Mark Batarse
BC5CA9BED31F40A...

4/20/2023
Date