



**AMENDMENT NO. 6  
TO  
CONTRACT MA-017-22011885  
FOR  
COORDINATED ENTRY SYSTEM FOR INDIVIDUALS**

This Amendment to Contract MA-017-22011885 for Coordinated Entry System for Individuals 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 administrating 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 now desire to enter into this 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.

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

1. Referenced Contract Provisions Section is hereby amended to include the increased Maximum Obligation as follows:

**Maximum Obligation:** \$1,570,543

2. Exhibit A, Section II, Budget, the Budget Table is hereby amended and replaced in its entirety as follows:

	PERIOD 1	PERIOD 2	PERIOD 3	PERIOD 4
ADMINISTRATIVE COSTS				
Salaries	\$0	\$0	\$0	\$19,554.40
Benefits	\$0	\$0	\$0	\$4,497.61
Services and Supplies	\$0	\$0	\$0	\$3,456.00
Indirect Costs	\$19,452	\$39,000	\$39,000	\$6,792.00

TOTAL ADMINISTRATION COSTS	\$19,452	\$39,000	\$39,000	\$34,300.01
PROGRAM COSTS				
Salaries	\$76,941	\$186,294	\$188,462	\$250,800.16
Benefits	\$17,642	\$42,025	\$45,512	\$56,209.83
Services & Supplies	\$10,272	\$26,196	\$22,268	\$17,700.00
Subcontractors	\$61,106	\$137,695	\$135,968	\$135,200.00
Start-Up Costs	\$28,500	\$0	\$0	\$0
SUBTOTAL PROGRAM COSTS	\$194,461	\$392,210	\$392,210	\$459,909.99
TOTAL GROSS COSTS	\$213,913	\$431,210	\$431,210	\$494,210.00
REVENUE				
CoC PROGRAM – CES GRANT	\$213,913	\$431,210	\$431,210	\$494,210.00
TOTAL PROVIDER MATCH	\$53,478.25	\$107,802.50	\$107,802.50	\$107,802.50
TOTAL REVENUE	\$213,913	\$431,210	\$431,210	\$494,210.00
TOTAL MAXIMUM	\$213,913	\$431,210	\$431,210	\$494,210.00

3. Exhibit A, Section V, Services, Paragraph V(B)(3)(c)(vii) is hereby added as follows:

- vii. For Period 4, Contractor shall have a minimum of 1.0 FTE equivalent dedicated to improving data quality and performing data analysis. Contractor shall work in collaboration with the Office of Care Coordination, the HMIS lead agency, and all other CES contracted- providers to ensure that CES is consistently implemented across all sub-populations in the Orange County CoC. These activities will at minimum include:
- 1) Support the continued expansion of the CES to meet the need of the Orange County CoC's individuals experiencing homelessness and individuals at risk of homelessness.
  - 2) Automating and/or simplification of standard operations.
  - 3) Improving data quality by working with CES Access Points and implementing regular quality assurance practices.
  - 4) Conducting data analysis to support CES evaluation and opportunities for system improvements.

4. Exhibit A, Section VI, Staffing, the FTE Staffing Table is hereby amended and replaced in its entirety as follows:

	PERIOD 1	PERIOD 2	PERIOD 3	PERIOD 4
<b>ADMINISTRATIVE FTEs</b>				
Director of Program Development and Compliance				0.05
Accounting & Compliance Assistant				0.05
Contracts Manager				0.01
Director of Human Resources				0.03
Executive Director				0.03
Chief Operations Officer				0.05
<b>TOTAL ADMINISTRATIVE FTEs</b>				<b>0.22</b>
<b>PROGRAM FTEs</b>				
CES Manager	1.00	1.00	0.50	1.00
South SPA Administrator	1.00	1.00	1.00	1.00
CES Data Technician (Lead)	1.00	1.00	1.00	1.00
Director of Program Development & Compliance	0.58	0.05	0.05	0.00
Data & Compliance Manager	0.58	0.10	0.05	0.00
Accounting Assistant	0.03	0.03	0.03	0.03
Director of Programs	0.10	0.00	0.00	0.00
Data Technician	0.00	1.00	1.00	1.30
Data and IT Manager				0.04
Director of Services				0.10
<b>TOTAL PROGRAM FTEs</b>	<b>4.28</b>	<b>4.18</b>	<b>3.63</b>	<b>4.47</b>
<b>SUBCONTRACTOR</b>				
North SPA CES Administrator	0.35	1.00	1.00	1.00
Central SPA CES Administrator	0.35	1.00	1.00	1.00
North/Central Data Technician	0.35	0.00	0.00	0.00
Program Manager	0.00	0.02	0.18	0.00
<b>SUBTOTAL SUBCONTRACTOR</b>	<b>1.05</b>	<b>2.02</b>	<b>2.18</b>	<b>2.00</b>
<b>TOTAL FTEs</b>	<b>5.33</b>	<b>6.20</b>	<b>5.81</b>	<b>6.69</b>

This Amendment No. 6 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. 6 and all previous Amendments and the Contract, the terms and conditions of this Amendment No. 6 prevail. In all other respects, the terms and conditions of the Contract, including its amendments, not specifically changed by this Amendment No. 6, 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  
Print Name

\_\_\_\_\_  
Executive Director  
Title

DocuSigned by:  
  
S 8993E407CBD3406...

\_\_\_\_\_  
7/25/2023  
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:  
  
BC5CA9BED31F40A...

\_\_\_\_\_  
7/25/2023  
Date