

**SECOND AMENDMENT TO THE AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO
AND
INNVISION – THE WAY HOME**

THIS SECOND AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and INNVISION – THE WAY HOME, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, the parties entered into an Agreement for the purpose of providing the administration and coordination of emergency homeless shelter services on June 5, 2007; and

WHEREAS, the parties amended said Agreement on July 22, 2008 to add funding for Fiscal Year 2008-09.

WHEREAS, the parties now wish to further amend the Agreement to add funding in the amount of \$40,828 for the Elsa Segovia Center.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Section 3 of the Agreement is amended to read as follows:

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibit "A, A1 and A2," County shall make payment to Contractor based on the rates and in the manner specified in Exhibit "B, B1 and B2." The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall the County's total fiscal obligation under the Agreement for Fiscal Years 2007-10 exceed Two Hundred Fifty Two Thousand Five Hundred Eight Two Dollars, (\$252,582).

2. Exhibit A2 - Program/Project Description - is added to the Agreement – See Attached.
3. Exhibit B2 – Method and Rate of Payment - is added to the Agreement – See Attachment.

4. All other terms and conditions of the Agreement dated June 5, 2007 and Amended July 28, 2008, between the County and Contractor shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have affixed their hands.

COUNTY OF SAN MATEO

By: _____
Mark Church, President, Board of Supervisors,
San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

InnVision – The Way Home

Contractor's Signature

Date: _____

Exhibit "A2"
Program/Project Description

InnVision – The Way Home
2009- 2010

I. Shelter Services

In consideration of the payments set forth in Exhibit "B2", Contractor shall provide the following shelter services:

The InnVision Facility at which services are to be performed is located at 795 Willow Road, Bldg., 323-D, Menlo Park, CA 94025 (hereinafter referred to as "premises" or "facility"). The facility serves as a multiple purpose shelter/transitional housing facility and day service center for homeless families and individuals. Contractor shall provide services in connection with those multiple purposes as set forth herein. Contractor shall at all times operate the facility in accordance with the applicable federal and state rules and regulations as well as all government safety, health and sanitation standards.

Emergency Shelter

The facility serves as a supportive 34-bed year round community shelter for homeless (men and women) who require shelter to access outpatient services necessary to leave homelessness ("Emergency Shelter"). The length of stay is directly linked with an individualized contract to participate in a rehabilitation program. The expected average length of stay (LOS) is 60 days; and the maximum LOS is 90 days.

With funds provided under the Agreement, Contractor shall accept referrals and conduct screening, intake, and evaluation for 70 homeless individuals from San Mateo County during the term of this Agreement.

Emergency Shelter - Families

The facility also serves as a supportive 6 family unit program (24 beds) year round community shelter for homeless families with children who require shelter to access outpatient services necessary to leave homelessness ("Family Shelter"). The length of stay is directly linked with an individualized contract to participate in a rehabilitation program. The expected average LOS is 60 days; and the maximum LOS is 90 days.

With funds provided under the Agreement, Contractor shall accept referrals and conduct screening, intake, and evaluation for 4 families from San Mateo County during the term of the Agreement

II. Elsa Segovia Center (ESC) Services

In consideration of payments provided for in this Agreement, Contractor shall provide referral services as described below:

Accept referrals and conduct screening, intake and evaluation of 100 homeless and low-income families, (women and children) at Elsa Segovia Center (ESC). Of this amount, at least 80 from San Mateo County and at least 20 will be from Urban San Mateo County.

Note: Urban San Mateo County (San Mateo County jurisdiction minus the areas of Redwood City, City of San Mateo, Daly City, and City of South San Francisco).

Participants will have access to basic human needs such as laundry facilities, showers, and food distribution service programs. Staff will provide information and referral to a wide array of services such as mainstream benefit programs, medical and mental health services, on-site mobile dental assistance, and assistance in securing eyeglasses. A computer lab with internet access is available for client use. Monthly health education and employment assistance workshops are presented and families may participate in InnVision's Adopt-A-Family Holiday program.

Percentage of the adult participants who will increase their income using the services mentioned above as measured by monthly and quarterly service data report will be 62%. Percentage of the families who will increase their general health and well being as measured by pre and post self assessment health surveys will be 67%.

III. OTHER CONTRACTOR RESPONSIBILITIES

- A. The Contractor will provide a written policy to the Human Services Agency for review, pursuant to which recipients of service will have the opportunity to express and have considered their views, grievances, and complaints regarding the delivery of services.
- B. The Contractor agrees to report to the Human Services Agency on a quarterly basis its services and activities under the Agreement, and to accept appropriately referred clients from the County for contract services as part of their client base.
- C. The Contractor will establish written procedures and provide them to Human Services Agency for review, to ensure that all Contractor employees, volunteers, consultants, subcontractors, or agents performing services under the Agreement report child abuse or neglect to a child protective agency defined in Penal Code Section 11165(k).

- D. The Contractor will provide the Human Services Agency with a current budget which clearly states the Contractor's total budget. In addition, the Contractor will maintain all pertinent records and data collection forms that reflect activities listed in this contract for a period of three (3) years every year. The Contractor will notify the Human Services Agency within five (5) days of any changes to the agency budget or financial statements.
- E. Contractor will enter client data in the Homeless Management Information System (HMIS/HOPE).
- F. Contractor will develop and maintain an agency written policy on confidentiality and Contractor will assure that staff is trained and follows the policy.
- G. Contractor will participate in HOPE (Housing Our People Effectively) activities as mutually agreed upon. HOPE is a ten-year action plan that brings together the business, nonprofit, and public sector communities to address the challenging issue of homelessness at its core, rather than manage it at the margins.
- H. Contractor will participate in meetings conducted by the County of San Mateo Human Services Agency Center on Homelessness.

Exhibit B2
Method and Rate of Payment to Contractor

InnVision – The Way Home
2009-2010

In full consideration of the services provided by the Contractor pursuant to this Agreement, the County shall pay the Contractor a quarterly amount of \$10,207 upon receipt and approval of invoices for the services performed by the contractor as described in Exhibit A2 for the CalWORKs activities.

In any event the total amount for the CalWORKs activities shall not exceed \$40,828 for the FY 2009-10. The total payments for services provided, as described in Exhibit A, A1 and A2, shall not exceed \$252,582 for FY 2007-10.

The Contractor shall submit invoices within 30 days of the end of the service month (invoicing period), and the County shall pay the invoices within 20 working days following receipt of invoices and required reports.

County may terminate the Agreement or any portion of the services referred to in Exhibit A2, based upon availability of federal, state, or County funds by providing a thirty (30) day written notice to Contractor. The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable.

Invoices will not be paid without required Quarterly Reports. Copies of Quarterly Reports are to be sent to: Ali Shirkhani - 262 Harbor Boulevard –Building A - Belmont, CA 94002. Phone (650) 802-7675.
