

**FIRST AMENDMENT TO AGREEMENT  
BETWEEN THE COUNTY OF SAN MATEO AND  
ABODE SERVICES**

THIS AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and Abode Services, 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, on June 25, 2024, the parties entered into an Agreement for the purpose of providing housing location services, move-in and rental financial assistance and housing-focused case management for the term of July 1, 2024 through June 30, 2025 for a total fiscal obligation not to exceed \$609,744.00; and

WHEREAS, the parties wish to amend the Agreement to add \$571,975.49 in funds for a revised total fiscal obligation of \$1,181,719.49, and to extend the term of the Agreement through June 30, 2026.

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

1. Section 3. Payments 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 in this Agreement and in Exhibit A, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. In no event shall County's total fiscal obligation under this Agreement exceed **ONE MILLION, ONE HUNDRED EIGHTY-ONE THOUSAND, SEVEN HUNDRED NINETEEN DOLLARS AND FORTY-NINE CENTS (\$1,181,719.49)**. In the event that the County makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by the County at the time of contract termination or expiration. Contractor is not entitled to payment for work not performed as required by this agreement.

2. Section 4. Term of the Agreement is amended to read as follows:

Subject to compliance with all terms and conditions, the term of this Agreement shall be from July 1, 2024, through June 30, 2026.

3. Section 17. Notices r in the case of County, is amended to read as follows:

Name/Title: Amy Davidson, Director of Center on Homelessness  
 Address: 500 County Center, 1st Floor, Redwood City, CA 94063  
 Telephone: (650) 631-5728  
 Email: adavidson@smcgov.org

4. Exhibit B. Budget Table II is replaced as follows:

HDAP Rapid Re-housing Budget	
FY2024-25	\$679,801.32
FY2025-26	\$501,918.17
<b>Total Contract Budget</b>	<b>\$1,181,719.49</b>

5. Exhibit B. is amended to included Budget Table III as follows:

Budget Cost Category	FY 24-25	FY 25-26
<b>Staffing</b>		
Program Manager	\$ 19,254.92	\$ 19,500.00
Housing Specialist	\$ 21,164.69	\$ 21,500.00
Housing Services Coordinators	\$ 150,444.43	\$ 89,046.00
Data/Enrollment Specialist	\$ 10,119.21	\$ 15,500.00
Contracts Manager		\$ 5,558.00
Billing Analyst	\$ 13,935.44	\$ 21,893.98
<b>Subtotal Staffing</b>	<b>\$ 214,918.69</b>	<b>\$ 172,997.98</b>
<b>Operating Expenses</b>		
Telephone	\$ 1,810.89	\$ 2,200.00
Mileage	\$ 3,983.03	\$ 4,600.00
Staff Development/Training	\$ 1,170.34	\$ 1,200.00
Office Supplies	\$ 360.75	\$ 1,050.00
Computer/IT Services	\$ 580.00	\$ 7,000.00
Facility Management		\$ 8,900.00

Utilities		\$ 2,000.00
Rent/Office Space	\$ 19,985.81	\$ 14,000.00
<b>Subtotal Operating Expenses</b>	<b>\$ 27,890.82</b>	<b>\$ 40,950.00</b>
<b>Administrative Expenses</b>		
Administration/Overhead	\$ 81,835.36	\$ 29,992.19
<b>Subtotal Administrative Expenses</b>	<b>\$ 81,835.36</b>	<b>\$ 29,992.19</b>
<b>Client Housing - Subsidies / Deposits / Assistance</b>		
Rental Assistance	\$ 330,148.45	\$ 247,978.00
Subsidy Fee		
Security Deposits/Landlord incentives	\$ 11,653.00	\$ 5,000.00
Gap/Emergency Funds	\$ 13,355.00	\$ 5,000.00
<b>Subtotal Client Housing</b>	<b>\$ 355,156.45</b>	<b>\$ 257,978.00</b>
<b>TOTAL</b>	<b>\$ 679,801.32</b>	<b>\$ 501,918.17</b>

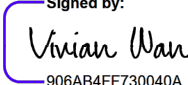
6. Exhibit C. Section A. Performance Measures matrix is replaced as follows:

Measure	FY 2024-25 Target	FY 2025-26 Target
Number of households served	30	13
Percentage of the households who move into permanent housing within 90 days of program enrollment	75%	75%
Percentage of households served (enrolled) exiting to permanent housing	90%	90%
Percentage of households who maintain housing and <u>do not</u> become homeless within 12 months of securing permanent housing	85%	85%

7. All other terms and conditions of the Agreement dated June 25, 2024, between the County and Contractor shall remain in full force and effect.

In witness of and in agreement with this Agreement’s terms, the parties, by their duly authorized representatives, affix their respective signatures:

**For Contractor: Abode Services**

<div>Signed by:  <small>906AB4FF730040A</small></div>	<div>5/13/2025</div>	<div>Vivian Wan</div>
Contractor Signature	Date	Contractor Name (please print)

**For County:**

COUNTY OF SAN MATEO

By:  
President, Board of Supervisors, San Mateo County

Date:

ATTEST:

By:  
Clerk of Said Board