

**SIXTH AMENDMENT TO THE AGREEMENT
BETWEEN
THE COUNTY OF SAN MATEO
AND
INNVISION SHELTER NETWORK**

THIS SIXTH AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and INNVISION SHELTER NETWORK, hereinafter called "Contractor", (collectively, the "Parties");

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 Motel Voucher Program, the Transitional Housing for Families with Special Needs and the Inclement Weather Program on June 8, 2010; and

WHEREAS, the Parties amended the Agreement to extend the term until 2016, added the Motel Voucher Program and Shelter Services for Individuals under the AB109 Parole Realignment Program and utilized three Fee-for-Service units for families involved in Child Welfare Services on May 7, 2013; and

WHEREAS, the Parties amended the Agreement to add Emergency Funding for the Hallmark Fire Victims on March 11, 2014; and

WHEREAS, the Parties amended the Agreement to add the Direct Motel Cost in the amount of \$338,000 for a total Agreement amount of \$6,256,664, on February 10, 2015; and

WHEREAS, the Parties amended the Agreement to add Agency Reserve Funds in the amount of \$220,000 for FY 2014-16, to increase the number of motel rooms per night from 9-10 to 14-15, and corrected fiscal errors correcting the total amount of the Agreement to match the payment terms, for a total Agreement amount of \$5,947,866; and

WHEREAS, the Parties now wish to amend the Agreement to increase the amount of the provisions for AB109 services by \$705,000 over the term of the Agreement for a total AB109 obligation of \$897,500, for a total Agreement amount of \$6,652,866.

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

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

1. Exhibits and Attachments

The following exhibits and attachments are included hereto and incorporated by reference herein:

Exhibit A—Program/Project Description

Exhibit A2—Program/Project Description (Emergency Funding - Hallmark Fire Victim)

Exhibit A3 – Program/Project Description (Direct Motel Cost)

Exhibit A4 – Program/Project Description revised May 2015

Exhibit A5 – Program/Project Description (AB109)

Exhibit B4 – Method and Rate of Payment (AB109)

Exhibit C—Contractor’s Declaration Form

Exhibit D—Program Monitoring

Exhibit E—Outcome Based Management (OBM) Initiative

Exhibit F—Fingerprinting Compliance

Exhibit G – Clarity

Attachment I—§504 Compliance

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

Payments

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibit “A”, “A1”, “A2”, “A3”, “A4” and “A5”, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit “B4”. County reserves the right to withhold payment if County determines that the quantity or quality of the work performed is unacceptable. **This Amendment adds \$705,000 for AB109 Services. In no event shall County’s total fiscal obligation under this Agreement exceed Six Million Six Hundred Fifty Two Thousand Eight Hundred Sixty-Six Dollars (\$6,652,866).**

3. Exhibit A5 – Program/Project Description is added to the Agreement.

4. Exhibit B4 – Method and Rate of Payment is added to the Agreement.

5. **All other terms and conditions of the Agreement dated June 8, 2010, and subsequent amendments, between 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: _____
President, Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

INNVISION SHELTER NETWORK



Contractor's Signature

Date: 6/16/2015

Exhibit A5
PROGRAM/PROJECT DESCRIPTION
InnVision Shelter Network
Motel Voucher Program and Shelter Services for Individuals under AB109
FY 2012-13 through FY 2015-16

I. Program Goals:

The goal of this program is to offer temporary housing for individuals eligible under AB109 until long term housing arrangements are established or the service periods set forth through this Agreement of 14 motel nights and/or 30 shelter nights have been exhausted.

In consideration of the payments set forth in the Section V below, Contractor shall provide the following services under the general direction of the Human Services Agency (HSA) Director or his/her authorized representatives:

II. Motel Voucher Program (MVP) For Individuals Under AB109:

Contractor will manage and coordinate the Motel Voucher Program for individuals and families eligible under AB109 as follows:

Process for referrals:

1. Human Services Agency Staff shall screen and assess individuals for eligibility under AB109. Those eligible under AB109 will be referred to InnVision Shelter Network for temporary housing under the Motel Voucher Program.
2. InnVision Shelter Network shall determine motel availability and coordinate with HSA staff on which motel to send the participant. The motel voucher may be issued to the participant or directly to the motel at InnVision Shelter Network's discretion.
3. InnVision Shelter Network will inform the participant of any motel rules.
4. The maximum motel stay is 14 nights under the Motel Voucher Program.
5. If temporary housing needs of the participant requires longer than 14 nights, participant may be referred for shelter services.
6. InnVision Shelter Network reserves the right of refusal for any referred client.

In addition, Contractor shall provide the following services:

1. Recruiting and retaining of participating motels;
2. Negotiating the rate of payment for vouchers with participating motels; (motels that have agreed to accept vouchers as a guarantee for payment);
3. Receiving invoices from motels and paying motels upon use of the established voucher;
4. Providing case management services to individuals (see services under Shelter Services Section);
5. Facilitating the entry to the Maple Street Shelter as appropriate for single adults or Family Shelter as appropriate for individuals with children;
6. Providing information about housing resources such as Section 8, Moving to Work, and Welfare to Work;

7. Establishing regular communications with HSA case managers;
8. Providing HSA with an ongoing list of the individuals and families who are in the MVP;
9. Coordinating plans for individuals and families through communications with HSA case worker; and
10. Performing any other related task as agreed upon by County and Contractor.

III. Shelter Services for Individuals and Families Under AB109:

Contractor will administer and coordinate shelter services as follows:

Process for referrals:

1. Participants requiring extended temporary housing beyond the 14 night motel stay limit may be referred to the Maple Street Shelter (individuals) or family shelters (individuals reunified with minors);
2. Referrals may also be made by HSA staff for participants determined eligible under AB109;
3. Contractor will check the availability of beds at the Maple Street Shelter or one of the family shelters as appropriate for referral;
4. Maximum shelter stay is 30 nights; and
5. Contractor reserves the right of refusal for any referred client.

In addition, Contractor shall provide the following amenities and services:

1. Five (5) beds at the Maple Street Shelter (for single adults) or family shelter (individuals with child (ren));
2. Three (3) meals per day;
3. Case management services including:
 - a) Life skill courses as appropriate such as:
 - Financial literacy (three week curriculum)
 - Seeking safety (trauma informed intervention) and
 - Group interventions
 - b) Employment services including:
 - Resume preparation (within first week of entering shelter)
 - Job search assistance
 - Job retention support
 - c) 12 Step- Fellowship Meetings
 - d) Mental health counseling (staffed by graduate interns)
 - e) Monitored saving program (requires residents to save a minimum of half their income)
 - f) Random drug screening by InnVision Shelter Network staff:
 - Individuals who test positive may be provided with the opportunity to engage in outpatient or day treatment programming and stay engaged in InnVision Shelter Network programming, or may be discharged (on a case-by-case basis).
 - g) Parenting classes (for participants working to reunify with minor children).
4. Any other related tasks as agreed upon by County and Contractor.

IV. Monitoring Outcomes

The measurable outcomes of success by this AB109 program are to measured as follows:

1. Percent of participants that secure long term housing

Contractor shall submit a written report of outcomes quarterly to:

Service Connect - Kristin Baker, Social Work Supervisor
Human Services Agency
550 Quarry Road
San Carlos, CA 94070
kbaker@smcgov.org

**Exhibit B4
Method and Rate of Payment**

**Inn Vision Shelter Network
Motel Voucher Program and Shelter Services for Individuals under AB109
FY 2012-13 through FY 2015-16**

In consideration of the services provided by Contractor in all Exhibits and Attachments to this Agreement and subject to the terms of the Agreement, County shall pay Contractor based on the following fee schedule and terms. This Exhibit replaces all other payment exhibits in their entirety.

Payment Schedule

In consideration of the services set forth in the sections I through IV of this Exhibit A5, County shall pay Contractor per the following payment schedule.

1. Motel Vouchers shall be paid off of actual costs incurred based off the rate negotiated by InnVision Shelter Network and each hotel. These costs vary by motel. The average rate is calculated at \$110 per night but actual cost may be slightly below or above this cost. Cost is as authorized between the Contractor and County.
2. The fee for service rates for the AB109 Shelter Program shall be \$65 per night at the Maple Street Shelter and \$86 per night at the family shelters. (Allocated beds per night are 5).
3. County shall pay Contractor monthly for actual costs incurred based off of the rates in paragraph 1 for Motel Vouchers and paragraph 2 for Shelter beds upon receipt of itemized invoices indicating motel stays and shelter stays.
4. Itemized invoices, disputes and/or questions for the AB109 program shall be submitted to:

Service Connect – Kristin Baker, Social Work Supervisor
Human Services Agency
550 Quarry Road
San Carlos, CA 94070
kbaker@smcgov.org

5. Under no circumstances shall services under AB109 exceed \$897,500 for the term of the Agreement as shown in the table below:

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	Total
Service Connect	\$192,500	\$192,500	\$320,000	\$192,500	\$897,500