

**AMENDMENT TO AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO
AND
SAMARITAN HOUSE**

THIS AMENDMENT TO THE AGREEMENT, entered into this ____ day of _____, 20____, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and SAMARITAN HOUSE, 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 acting as the Services Coordinator for the Grant administration and to collaborate with the other Core Service Agencies to provide Community Services Block Grant (CSBG) Services and to work with representative from the Core Agency Network to participate in a workgroup to develop a sustainability plan to address emergency housing assistance needs as funded by Measure A, on February 25, 2014; and

WHEREAS, the parties wish to amend the Agreement to add additional CSBG Funding in the amount of \$60,650 for a total CSBG amount of \$406,985, for a total Agreement amount of \$791,985.

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

1. Section 1 – Exhibits and Attachments – of the Agreement is amended to read as follows: The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A — Scope of Services (CSBG)

Exhibit A1 — Scope of Services (Measure A)

Exhibit B — **Payments and Rates (CSBG) Revised July 15, 2014**

Exhibit B1 — Payments and Rates (Measure A)

Attachment I — § 504 Compliance

2. 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 herein and in Exhibit A and A1, County shall make payment to Contractor based on the rates and in the manner specified in Exhibit B

and B1. 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 Seven Hundred Ninety One Thousand Nine Hundred Eighty Five Dollars (\$791,985).

3. Original Exhibit B is replaced with Revised Exhibit B, (rev. July 15, 2014).

See Attachment

4. **All other terms and conditions of the Agreement dated February 25, 2014, 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

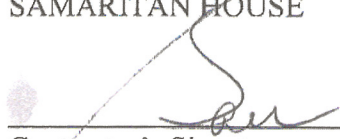
By: _____
President, Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

SAMARITAN HOUSE



Contractor's Signature

Date: 6/11/14

Exhibit B (Revised July 15, 2014)
Payment Terms
Samaritan House
CSBG Services
1/1/2014 - 12/31/2014

In consideration of the services provided by Contractor in Exhibit "A", County will disburse funding assistance to Contractor based on the following terms:

Unless otherwise noted, payment to Contractor shall be made bi-monthly in accordance with the cost allocation budget (CSD 425.S – Attachment I). All invoices must be supported by adequate documentation acceptable to HSA. Both County and Contractor understand that the cost allocation portion for County reimbursement is an estimate, and may deviate from what has been stated below. Any line item request for reimbursement that varies greater than 5% from the original estimated CSBG-budgeted line item must be approved in writing by HSA Center on Homelessness Manager.

CSBG Services

Upon receipt of invoice (the 15th day of each calendar month following the reporting period), County will reimburse Contractor for actual costs incurred for services rendered during the term of the contract through the end of the period just completed, provided Contractor provides HSA with documentation that is appropriate to the request for reimbursement and consistent with the cost allocation budget described in Attachment I, (For example, if reimbursement is for staffing costs, then appropriate documentation would be time sheets indicating hours incurred for CSBG-supported service delivery in appropriate time periods, documentation that the staff costs are reimbursable from funds provided in this agreement, and that staff costs were a line item in the budget submitted).


If HSA determine that the invoice documentation is too voluminous, HSA will notify Contractor that a summary of documentation plus scanned/e-mailed support materials may suffice for County review and approval. In all cases, Contractor shall make documentation records available for HSA review upon request.

In no event will County reimburse Contractor for any payments exceeding the total amount stated in Agreement.

All requests for reimbursement must be signed by an authorized representative of Contractor. Contractor shall certify in writing that the specific services for which reimbursement or payment is being requested have been satisfactorily completed, that the payments are proper and that all funds to be expended are on behalf of and exclusively for the activity or services described in Exhibit A. The County reserves the right to verify such completion prior to payment to Contractor.

In the event of a questionable payment request, the County will state in writing the specific nature of its objections to Contractor's work. The County will also specify what actions or changes are necessary to make the work acceptable. Contractor shall respond to County within 15 days of receipt of such objections. The parties to this Agreement shall meet to discuss such objections at the request of either party. The County will not be obligated to make a payment of any billing until any and all objections to the adequacy of the services rendered or the amount of the billing have been resolved.

In no event shall the total obligation of this Agreement exceed **\$791,985** for the period of January 1, 2014 - December 31, 2014, for the CSBG Services. **All Invoices for CSBG Services must be coded as: "CSBG Services: 75101-5858/CSBG4-0000" and sent separately. See Invoice sample below.**

 Samaritan House
4031 Pacific Blvd
San Mateo, CA 94403
P: 650.341.4081
Fax: 650.341.0326
www.samaritanhouse.com

Invoice

Date	Invoice #

Bill To
County of San Mateo CSBG Grant# Attn: Ali Salakhani 472 Harbor Blvd, Bldg "C" Redwood, CA 94062

75101-5858/CSBG4-0000

			Contract #
Item	Description	Rate	Amount
	CAAT3 Invoice		
Total			

Phone #	Fax #
650-523-0810	650-523-0835

Web Site
www.samaritanhouseareamap.org