

**THIRD AMENDMENT TO AGREEMENT BETWEEN  
THE COUNTY OF SAN MATEO  
AND  
COMMUNITY OVERCOMING RELATIONSHIP ABUSE**

THIS THIRD AMENDMENT TO THE AGREEMENT, entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the COUNTY OF SAN MATEO, hereinafter called "County," and COMMUNITY OVERCOMING RELATIONSHIP ABUSE (CORA), 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 domestic violation prevention and intervention services on May 21, 2013, Resolution Number 072538, in the amount of \$180,000, for the term of July 1, 2013 through June 30, 2015; and

WHEREAS, the parties amended the Agreement to add the Community Development Block Grant- offset (CDBG offset funding for domestic violation prevention and intervention services for FY 2013-14 in the amount of \$21,900 for a new total obligation of \$201,900; and

WHEREAS, the parties amended the Agreement a second time to add a 3% Cost of Living Adjustment (COLA) effective January 1, 2014 in the amount of \$4,379 for a new total obligation of \$206,279; and

**WHEREAS, this third Amendment allows the parties to add the Community Development Block Grant- offset (CDBG- offset) funding for domestic violation prevention and intervention services for FY 2014-15 in the amount of \$27,024 for a new total obligation of \$233,302.**

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

**1. Exhibits and Attachments**

Exhibit A— Marriage License Trust Fund Services (rev.1/14)  
Exhibit A1- CDBG- offset- FY 2013-14 Program/Project Description and Specific Requirements  
**Exhibit A2 – CDBG- offset- FY 2014-15 Program/project Description and Specific Requirements**  
Exhibit B—Payments and Rates  
Exhibit B1 – CDBG- offset- FY 2013-14 Method and Rate of Payment  
Exhibit B2 – Cost of Living Adjustment (COLA) Rate of Payment  
**Exhibit B3 – CDBG- offset- FY 2014-15 Method and Rate of Payment**  
Attachment I—§504 Compliance  
Attachment J – Contractor's Declaration Form  
Attachment K – Fingerprinting Certification Form  
Attachment L – Child Abuse Prevention and Reporting

**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, A1 and A2," County shall make payment to Contractor based on the rates and in the manner specified in Exhibit "B, B1, B2 and B3." 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 this Agreement exceed **TWO HUNDRED THIRTY THREE THOUSAND THREE HUNDRED THREE DOLLARS, (\$233,303).**

3. **Exhibit A2 – FY 2014-15 CDBG- offset funds Program Project Description - is added to the Agreement. (See Attached).**
4. **Exhibit B3 – FY 2014-15 CDBG- offset funds Method and Rate of Payment - is added to the Agreement. (See Attached).**
5. All other terms and conditions of the Agreement and Amendments dated **May 21, 2013 July 8, 2013, and March 5, 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 the Board

**COMMUNITY OVERCOMING RELATIONSHIP ABUSE**  
Melissa Lukin, Executive Director

  
\_\_\_\_\_  
Contractor's Signature

Date: 9/19/14

**Program Description  
Community Overcoming Relationship Abuse (CORA)  
CDBG- OffSet Funding - FY 2014-15**

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CORA operates an emergency Shelter that provides confidential and safe living environment for victims of domestic violence.

In consideration of the funding assistance payments set forth in Exhibit B3, Contractor shall provide the following services: Contractor expects to serve at least 25 low-income victims of domestic violence households by providing a safe confidential living environment, as well as counseling and case management.

1. **Required Quarterly Reporting:** Contractor shall submit a Quarterly Performance Report as soon as practicable after the end of each quarter (but no later than 30 days after the quarter's end) and by early July during the last quarter. **Required quarterly reporting will consist of two parts, to be submitted onto the City Data Services website:**
  - a) Performance Summary, which will summarize the number of clients served by their ethnicity and income. Data will be entered for both households and individuals. Data on domicile (city) of clients will also be provided.
  - b) Narrative Report, which provides a narrative of highlights/details of both the funded activity and of the Contractor's organization. The narrative is required even if no activity has taken place within the quarter.

Contact for San Mateo County Human Services Agency- Center on Homelessness,  
Linda Nguyen – 1 Davis Drive Belmont, CA 94002. Phone (650) 802-5083. Email  
[linnguyen@smchsa.org](mailto:linnguyen@smchsa.org)

**Method and Rate of Payment  
Community Overcoming Relationship Abuse (CORA)  
CDBG-Offset Funding- FY 2014-15**

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In full consideration of the services provided by the Contractor pursuant to this Amendment, the County shall pay the Contractor a quarterly amount not to exceed \$6,756 upon receipt and approval of invoice. The Contractor shall submit invoices within 30 days of the end of the quarter (**except in the last quarter by early July**) and the County shall pay the invoices within 20 working days following receipt of invoice and required reports as shown below.

In any event the total amount of the Amendment for FY 2014-15 shall not exceed **\$27,024 CDBG-Offset funding.**

County may terminate this Agreement or a 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.

All Quarterly Reports and Invoices are to be **submitted into the City Data Services (CDS) website.**

Contract contact is San Mateo County Human Services Agency Center on Homelessness, Linda Nguyen – 1 Davis Drive Belmont, CA 94002. Phone (650) 802-5083. Email: [linguyen@smchsa.org](mailto:linguyen@smchsa.org)

**Required Reports to process invoices:**

Quarterly Reports must contain the following information:
Client services delivered: Number of clients to receive counseling services and be screened for the necessity of a safety plan.
Narrative of highlights of organizations activities.