

**SIXTH AMENDMENT TO
GRANT AGREEMENT FOR COVID-19 HOMELESS SERVICES**

This Sixth Amendment to the Grant Agreement for COVID-19 Homeless Services, dated July 1, 2020 ("Agreement") is made as of this 1st day of January, 2021, by and between the City of Santa Rosa, a municipal corporation ("CITY"), and Catholic Charities of the Diocese of Santa Rosa, a California non-profit corporation ("CONTRACTOR").

RECITALS

- A. CITY and CONTRACTOR entered into the Agreement for CONTRACTOR to administer homeless services in response to the COVID-19 pandemic ("Program"), including operation of the Safe Social Distancing Program (SSDP) on city-owned property in a section of the parking lot at the Finley Community Center and Non-Congregate Shelter (NCS) at the Sandman Hotel or other alternate or supplemental shelter locations and/or hotels approved by CITY.
- B. The Agreement provided compensation for the initial period July 1, 2020 to July 31, 2020, in the amount of \$254,810, with the option to extend this initial period in 30 day increments at least through the duration of the Sonoma County Health Officer's Shelter in Place Order and for such time as the CITY deems necessary to address COVID related health and safety risks in the community.
- C. In connection with this Agreement, the Santa Rosa City Council, pursuant to Resolution No. RES-2020-109, approved said extensions for up to six months (July 1, 2020 to December 31, 2020) for a total aggregate not-to-exceed amount of \$1,528,860.
- D. CITY and CONTRACTOR now desire to amend the Agreement for the purpose of extending the term through June 30, 2021 for the continued operation of the NCS and increasing the not-to-exceed amount by \$669,090 for a total not-to-exceed amount of \$2,054,655 under the Agreement for the full term covering July 1, 2020 to June 30, 2021.
- E. In its continued provision of COVID-19 services, Contractor is aware of and agrees to comply with all applicable Federal Requirements, as set forth in Exhibit D attached to the Agreement.

AMENDMENT

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Section 1. SCOPE OF SERVICES

Exhibit A (Scope of Services) is replaced by Exhibit A-1 to this Amendment.

2. Section 2. TERM OF AGREEMENT

Pursuant to Section 2 of the Agreement, the term of the Agreement is extended from January 1, 2021 to June 30, 2021.

3. Section 3. GRANT

Exhibit B-1 attached to the Agreement is replaced by Exhibit B-2 attached to this Amendment. The first sentence of Section 3(A) is amended to read as follows:

“Notwithstanding any other provision of this Agreement, PROGRAM funding from CITY to CONTRACTOR shall not exceed a total not-to-exceed amount of \$2,054,655, which includes not-to-exceed amounts of: (i) \$254,810 for the of initial period July 1, 2020 through July 31, 2020; (ii) \$254,810 for the period August 1, 2020 to August 31, 2020; and (iii) \$254,810 for the period of September 1, 2020 to September 30, 2020; (iv) \$254,810 for the period of October 1, 2020 to October 31, 2020; (v) \$254,810 for the period November 1, 2020 to November 30, 2020; (vi) \$111,515 for the period December 1, 2020 to December 31, 2020; and (vii) \$\$669,090 for the period January 1, 2021 to June 30, 2021. The monthly not-to-exceed amounts are further subject to the limits for the NCS program set forth in Exhibit B-2.”

All other terms of the Agreement shall remain in full force and effect.

Executed as of the day and year first above stated.

CONTRACTOR: Catholic Charities of the Diocese of Santa Rosa **CITY OF SANTA ROSA** a Municipal Corporation

TYPE OF BUSINESS ENTITY:

- Individual/Sole Proprietor
- Partnership
- Corporation
- Limited Liability Company
- Other (please specify: _____)

By: _____

Print Name: David E. Gouin

Title: Director of Housing and Community Services

Signatures of Authorized Persons:

By: _____

Print Name: _____

Title: _____

By: _____

Print Name: _____

Title: _____

APPROVED AS TO FORM:

Office of the City Attorney

Exhibit A-1 – Scope of Services
Exhibit B-2 Budget

EXHIBIT A-1: SCOPE OF SERVICES
COVID-19 HOMELESS SERVICES
(Catholic Charities of the Diocese of Santa Rosa)

In response to the COVID-19 pandemic and to provide emergency assistance to the CITY to protect public health and safety under exigent circumstances, CONTRACTOR shall operate Non-Congregate Shelter (NCS) at the Sandman Hotel or other alternate or supplemental shelter locations and/or hotels approved by CITY.

COVID-19 Non-Congregate Shelter

CONTRACTOR shall provide services for “at risk” Shelter participants and/or individuals identified through the HEAP relocated to NCS. “At risk” is defined as an individual 65 years or older and/or medically compromised, including those conditions which put the individual most “at risk” of exposure to COVID-19 such as chronic health disease, respiratory illness, and immunosuppressant illness.

Services shall include but are not limited to the following: 1) assessment to determine “at risk” eligibility and documentation of eligibility provided by a primary care physician, health care provider, or other qualified medical professional; 2) relocation of “at risk” individuals to Sandman Hotel or other alternate or supplemental shelter locations and/or hotels approved by CITY; 3) 24/7 management provided via CONTRACTOR staff and/or third party private security agency, including coordination with on-site hotel staff; 4) meals and other services essential to meeting basic needs, including transportation; 5) case management and housing navigation; and 6) screening/referral of symptomatic individuals for medical care, including COVID-19 testing.

Reporting: CONTRACTOR will provide weekly reports, or at intervals deemed necessary by CITY, for the duration of the NCS at the Sandman Hotel (or other alternate or supplemental shelter locations and/or hotels approved by CITY) and a final cumulative report following closure of the NCS. Weekly reports should include but not be limited to the following information: 1) Number of individuals placed at NCS by “at risk” category (65 years or older and/or medically compromised); and 2) Number of individuals exiting NCS. For all persons served, CONTRACTOR will enter current, accurate, and comprehensive data into the Homeless Management Information System (HMIS), including any relevant COVID-19 touch points. At CITY’s request, CONTRACTOR will make this data available to CITY plus any case notes detailing efforts to assist sheltered and/or unsheltered individuals. In addition to HMIS data, the final cumulative report should include any data and documentation to establish eligibility for the Federal Emergency Agency (FEMA) Public Assistance Program or other equivalent local, state, or federal agency. Data points should include but not be limited to the following information: name, COVID-19 testing status, date of birth, pre-existing conditions, disabilities or functional needs, service animals/pets, household size, length of stay, services provided, and personnel utilized. CONTRACTOR will also provide CITY with data and documentation to determine per person served (“shelteree”) costs. CITY and CONTRACTOR shall ensure the privacy and confidentiality of all persons served.

EXHIBIT B-2: BUDGET

COVID-19 HOMELESS SERVICES
(Catholic Charities of the Diocese of Santa Rosa)

MONTHLY NOT-TO-EXCEED AMOUNTS UNDER THE AGREEMENT:

COVID-19 Non-Congregate Shelter (NCS)	
Monthly Budget	
Salaries & Benefits	\$15,790
Security	\$46,500
Supplies	\$4,500
Food Management	\$35,890
Telecommunications	\$250
Canopy Tent Rental	\$6,430
Contingency 5%	\$5,468
Program Support/Indirect 15%	\$3,117
Total COVID-19 NCS	\$111,515

TOTAL MONTHLY NOT-TO-EXCEED AMOUNT: **\$111,515**