

**THIRD AMENDMENT TO SERVICES AGREEMENT BETWEEN
THE CITY OF SUNNYVALE AND HOMEFIRST SERVICES OF SANTA CLARA COUNTY**

This Third Amendment to the Services Agreement, dated April 1, 2024, is by and between the CITY OF SUNNYVALE ("CITY"), a California chartered municipal corporation for the state of California, and HOMEFIRST SERVICES OF SANTA CLARA COUNTY, a non-profit 501(c)(3) organization ("CONTRACTOR") (collectively, "the Parties").

WHEREAS, the CITY and CONTRACTOR entered into an Agreement on June 14, 2022, whereby CONTRACTOR would provide services necessary to facilitate an outreach and shelter program to temporarily relocate residents currently residing on CITY-owned property ("Project") and

WHEREAS, the CITY and CONTRACTOR entered into the First Amendment to Services Agreement on July 17, 2023; and

WHEREAS, the CITY and CONTRACTOR entered into the Second Amendment to Services Agreement on October 1, 2023; and

WHEREAS, the CITY and CONTRACTOR now agree that a Third Amendment to said Agreement is advisable;

NOW, THEREFORE, THE CITY AND CONTRACTOR ENTER INTO THIS THIRD AMENDMENT TO SERVICES AGREEMENT:

1. Section 1 entitled "Services by CONTRACTOR" is hereby amended, in part, to include and read as follows:

1. Services by CONTRACTOR

[Add a third paragraph of this section as follows:]

CONTRACTOR shall ensure that one hundred percent (100%) of employees who encounter individuals experiencing opioid overdoses are Narcan trained and have access to injectable naloxone.

2. Section 2 entitled "Agreement Term" is hereby amended, to read as follows:

2. Agreement Term

The term of this Agreement shall be from April 1, 2024 to September 30, 2024, unless terminated earlier pursuant to this Agreement.

3. Exhibit B-2 to the Agreement entitled "HOMEFIRST SERVICES AND PRICING" is hereby replaced with Exhibit "B-3", attached hereto and incorporated herein.

4. Section 3 entitled "Payment of Fees and Expenses" is hereby amended, in part, to read as follows:

3. Payment of Fees and Expenses

[Replace the first paragraph of this section with the following:]

CITY agrees to pay CONTRACTOR the amount of eight hundred eighty-four thousand six hundred fifty-two dollars (\$884,652) as set forth in Exhibit "B-3". Total compensation shall not exceed eight hundred eighty-four thousand six hundred fifty-two dollars (\$884,652) unless upon written modification to this Agreement signed by both parties. CONTRACTOR shall submit payment invoices to CITY not more frequently than monthly to be paid in accordance with the budget set forth in Exhibit "B-3" attached and incorporated by reference.

- 5. Section 14 entitled "Records, Reports and Documentation" is hereby amended, in part, to include and read as follows:

14. Records, Reports and Documentation

[Add a second paragraph of this section as follows:]

CONTRACTOR agrees to report to the CITY the products of the defined outcome goals as specified and included in Exhibit D to the Agreement entitled "Activity Measures and Outcome Goals", attached hereto and incorporated herein. The reports shall be provided to the City on a monthly basis by the tenth business day of each month for the preceding month.

- 6. All other terms and conditions remain unchanged and are in effect.

IN WITNESS WHEREOF, the parties have executed this Agreement Amendment.

CITY OF SUNNYVALE ("CITY")

HOMEFIRST SERVICES OF SANTA CLARA COUNTY ("CONTRACTOR")

By _____
City Manager

By _____

Name and Title

ATTEST:

By _____
City Clerk

By _____

Name and Title

APPROVED AS TO FORM:

By _____
City Attorney

Exhibit B-3

HomeFirst Services and Pricing

PROGRAM BUDGET SUMMARY	
GRANTEE	HomeFirst
NAME OF PROGRAM	Sunnyvale Outreach
YEAR OF FUNDING	6 months 4/1/2024 to 9/30/2024
WEBGRANTS #	
PROJECT ID #	
VENDOR #	
AWARD OF CONTRACT (AC) #	
Budget Line Item Description	Total
Personnel Costs	
Personnel	\$ 77,240
Shared Cost Allocations	\$ 5,790
Taxes	\$ 8,300
Employee Benefits	\$ 12,450
Total Personnel Costs	\$ 103,780
Operating Costs	
Equipment Rental and Maintenance (auto)	\$ 7,800
Telecom	\$ 680
Taxes and Licenses	\$ 750
Supplies	\$ 3,000
Staff development, training and conferences	\$ 500
Occupancy	\$ 10,260
Non labor shared cost allocations	\$ 390
Finanacial Assistance	\$ 4,000
BRC bed costs	\$ 52,230
Total Non Personnel Operating Costs	\$ 79,610
SUB TOTAL	\$ 183,390
Admin OH Costs	\$ 23,320
Total Admin Costs	\$ 23,320
GRAND TOTAL	\$ 206,710

Exhibit D

Activity Measures and Outcome Goals

Activity Measures

Activity 1	Street-Based Outreach Engagement Contacts
Unit of Service	A. Duplicated: Each individual who has received street-based outreach engagement will be measured as one point of contact between outreach staff and a participant.
Unit of Service	B. Unduplicated: Street-based outreach engagement contact will be measured as point of contact including multiple contacts between outreach staff and a single client.

Activity 2	Street-Based Case Management and Housing Navigation Services
Unit of Service	One street-based case management or housing navigation service will be measured as one session of street-based case management or housing navigation service (duplicated and unduplicated).

Activity 3	VI-SPDAT Assessments
Unit of Service	One completion will be measured as one participant completing a VI-SPDAT (Vulnerability Index – Service Prioritization Decision Assistance Tool) assessment while outreach staff are in the field with the participant.

Activity 4	Connections to Behavioral Health Services
Unit of Service	One referral for behavioral health services provided by outreach staff will be counted as one unit.

Activity 5	Shelter or Other Housing Acceptance
Unit of Service	One participant who moves into shelter or other interim or permanent housing option, or who signs up with the County HelpLine is counted as one unit.

Outcome Goals

Outcome	
1	90% of participants engaged in services will have a completed VI-SPDAT.

Outcome	
2	90% of participants engaged in services will have a completed housing plan within the first 90 days of receiving services.

Outcome	
3	50% of clients will be assisted with becoming “document-ready”.

Outcome	
4	A minimum of 15% of enrolled participants will exit to permanent housing or temporary housing destinations (emergency shelter or transitional housing, Safe RV parking), and some institutional destinations.

Outcome	
5	90% of program participant surveys collected during the reporting period will report being satisfied with services.