

**SECOND AMENDMENT TO
PROFESSIONAL CONSULTANT SERVICES AGREEMENT**

KINGDOM CAUSES, INC., dba “City Net”

(City’s Rental Assistance Program – Case Management Services - RFP 1975)

[Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law 116-136;
California Budget Act 2020 Allocation]

THIS SECOND AMENDMENT TO PROFESSIONAL CONSULTANT SERVICES (“Second Amendment”) is made and entered into this ____ day of _____, 2022, by and between the CITY OF RIVERSIDE, a California charter city and municipal corporation (“City”), and KINGDOM CAUSES, INC., a California non-profit corporation, doing business as “City Net” (“Consultant”), (collectively the “Parties”) with respect to the following:

RECITALS

WHEREAS the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”), Public Law 116-136, was signed by President Donald J. Trump on March 27, 2020, and made available Two Trillion Two Hundred Billion Dollars (\$2,200,000,000,000) in economic relief to individuals, families, businesses, and nonprofit organizations to prevent, prepare for, and respond to the coronavirus pandemic (“COVID-19”). The CARES Act also established the Coronavirus Relief Fund (“CRF”) which allocated One Hundred Fifty Billion Dollars (\$150,000,000,000) to states and certain local governments,

WHEREAS the State of California (“State”) in its Budget Act of 2020 (“Budget Act”) allocated Five Hundred Million Dollars (\$500,000,000) to municipalities that did not receive a direct CRF allocation,

WHEREAS the City of Riverside (“City”), through the Budget Act, has been directly allocated Twenty-Seven Million Nine Hundred Ninety-One Thousand Eight Hundred Eighty-Eight Dollars (\$27,991,888),

WHEREAS pursuant to Control Section 11-90 of the Budget Act, funds allocated may only be used for expenditures incurred between March 1, 2020 and December 30, 2020, in response to COVID-19, as set forth in the Budget Act and in guidance from the United States Treasury Department, including the answers to Frequently Asked Questions. One such authorized expenditure is outreach services for individuals experiencing homelessness during the COVID-19 pandemic,

WHEREAS on April 9, 2020, the Parties entered into that certain Professional Consultant Services Agreement (“Agreement”) for the case management of the City’s rental assistance program,

WHEREAS on August 4, 2020, the City Council approved an expenditure plan for the Budget Act funds (“Expenditure Plan”), wherein approximately Four Hundred Twenty-Seven Thousand Seven Hundred Seventy Dollars (\$427,770) was allocated to increase homeless outreach services in response to COVID-19,

WHEREAS on August 4, 2020, the Parties entered into a First Amendment to Professional Consultant Services Agreement (“First Amendment”) to amend the funding sources, and

WHEREAS the Parties now desire to further amend the Agreement to extend the term of the Agreement, as amended, and amend the project budget,

NOW, THEREFORE, in consideration of the foregoing recitals, which are incorporated herein by this reference, the City and the Consultant agree as follows:

1. Paragraph 2, “**Term**,” of the Agreement is hereby amended to extend the term up to and including April 9, 2023.

2. Paragraph 3, “**Compensation**,” of the Agreement is hereby amended to state:

“3. **Compensation/Payment.** Consultant shall perform the Services under this Agreement for the amount listed in Exhibit “B-2”, payable in accordance with the City’s usual accounting procedures upon receipt and approval of an itemized invoice setting forth the services performed. The invoices shall be delivered to City at the address set forth in Section 4 hereof.”

3. Exhibit “B-1” is deleted in its entirety and replaced with Exhibit “B-2”, attached hereto and incorporated herein, and all references to Exhibit “B-1” shall be deleted and replaced with references to Exhibit “B-2”.

4. The following paragraph is hereby added to the Agreement:

“36. **Digital Signatures.** This Agreement may be signed by the Parties hereto in digital format in compliance with Government Code 16.5, and that any electronic signatures appearing on this Agreement or such other documents are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.”

5. All other terms of the Agreement not inconsistent with this Second Amendment shall remain in full force and effect as if set forth herein in its entirety.

(Signatures on following page.)

IN WITNESS WHEREOF, the parties hereto have caused this Second Amendment to Professional Consultant Services Agreement to be duly executed the day and year above written.

CITY OF RIVERSIDE, a California
charter city and municipal corporation

KINGDOM CAUSES, INC., a California
non-profit corporation, doing business as
“City Net”

By: _____
City Manager

By: Brad Fieldhouse
Brad Fieldhouse (Jan 5, 2022 12:05 PST)
Its: Executive Director

Attest: _____
City Clerk

And

By: _____
Its: _____

CERTIFIED AS TO AVAILABILITY OF FUNDS:

By: Edward Enriquez
Chief Financial Officer

APPROVED AS TO FORM:

By: s/RKOO
Senior Deputy City Attorney

EXHIBIT "B-2"
COMPENSATION



| Case Management, April 10, 2021 - April 9, 2022 and April 10, 2022 - April 9, 2023 | | | | | | |
|--|---|-------------------------|------------|-----|-------------|---------------------|
| Case Managers, plus support and related expenses | | | | | | |
| Labor | | | | | | |
| Category | Title | Hourly rate w/ benefits | Hours/week | Wks | FTE | TOTAL |
| Case Management | Program Supervisor | \$33.88 | 8 | 52 | 0.20 | \$14,094.08 |
| Case Management | Case Manager | \$24.50 | 40 | 52 | 2.00 | \$101,920.00 |
| Case Management | Case Manager | \$24.50 | 40 | 52 | 2.00 | \$101,920.00 |
| Executive leadership | Quality control, communications, problem solving | \$75.00 | 2 | 52 | 0.05 | \$7,800.00 |
| Finance and billing | Payroll, billing | \$31.88 | 2 | 52 | 0.05 | \$3,315.52 |
| Human resources | Staff recruiting, hiring, training, dispute resolution | \$28.00 | 2 | 52 | 0.05 | \$2,912.00 |
| Operations | Internal controls and compliance, materials and resource procurement and inventory | \$26.00 | 2 | 52 | 0.05 | \$2,704.00 |
| Data entry and reporting | HMIS data entry | \$24.50 | 4 | 52 | 0.10 | \$5,096.00 |
| Labor Subtotal: | | | | | 4.50 | \$239,761.60 |
| Operations and Program Expenses | | | | | | |
| Category | Description | TOTAL | | | | |
| Vehicles | Vehicle x 2 (lease, gas, maintenance, vehicle insurance) | \$38,400.00 | | | | |
| Client Services | Relocations, bridge housing, transitional housing fees, emergency supplies, documentation fees, work expenses, travel expenses for appointments, etc. | \$36,000.00 | | | | |
| Services and fees | Service fees and licenses for Continuum of Care data integration | \$1,600.00 | | | | |
| Software Licenses | Client Management Software | \$6,627.42 | | | | |
| Rent | Office space and office equipment/furniture rental | \$13,037.54 | | | | |
| Equipment | Phones, computers (hardware and software) and equipment | \$10,239.90 | | | | |
| Materials and Supplies | Uniforms, copies, forms, office supplies, equipment, etc. | \$3,938.42 | | | | |
| Materials and Supplies | Financial audit | \$543.23 | | | | |
| Materials and Supplies | Liability Insurance | \$2,037.12 | | | | |
| Operations and Program Expenses Subtotal: | | | | | | \$112,423.62 |
| Administrative Costs | | | | | | |
| Category | Description | TOTAL | | | | |
| Contingency Costs | At 5%: expenses on the project likely to occur and to be paid by City Net, but which are uncertain as to amount, time and category. | \$17,887.77 | | | | |
| Indirect Costs | At 10%: includes general expenses incurred by City Net but not directly borne by the project (utilities, taxes, insurance, legal, facilities, etc.) | \$37,564.31 | | | | |
| Administration subtotal: | | | | | | \$55,452.08 |
| TOTALS | | | | | | \$407,637.30 |

Signature: 

Email: eenriquez@riversideca.gov

Signature: 
s/RKOO (Jan 6, 2022 10:10 PST)

Email: RKoo@riversideca.gov

Signature:

Email: earseo@riversideca.gov