

BLUE FOLDER ITEM

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CITY COUNCIL MEETING MAY 5, 2026

H.17 APPROVE AN AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING WITH HOUSING, EMPOWERMENT, RECOVERY AND OUTREACH (HERO) COMMUNITY SERVICES TO ADD GRANT SUPPORT SERVICES AND RELATED DUTIES FOR AN ADDITIONAL AMOUNT OF \$6,000

CONTACT: JOY A. FORD, CITY ATTORNEY

- **SIGNED AMENDMENT TO THE MOU WITH HERO**

**FIRST AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING
FOR PROJECT SERVICES
BETWEEN THE CITY OF REDONDO BEACH
AND HERO (HOUSING, EMPOWERMENT, RECOVERY, AND OUTREACH)
COMMUNITY SERVICES**

THIS FIRST AMENDMENT TO THE AGREEMENT FOR PROJECT SERVICES (“First Amendment”) is made between the City of Redondo Beach, a chartered municipal corporation (“City”) and HERO (Housing, Empowerment, Recovery, and Outreach) Community Services, a California nonprofit corporation (“Contractor”).

WHEREAS, on October 7, 2025, the parties hereto entered into the Agreement for Project Services between the City and Contractor (the “Agreement”); and

WHEREAS, the parties hereto desire to amend the Agreement.

NOW THEREFORE, in consideration of the promises and mutual covenants contained herein, and intending to be legally bound, the parties hereby agree to make the following amendments to the Agreement:

1. **SCOPE OF SERVICES.** Exhibit “A” of the Agreement is hereby amended to add Exhibit “A-1”, which adds grant support services and related duties. Exhibit “A-1” is attached hereto and incorporated by reference. Contractor shall commence and complete all services described in Exhibit “A”, as amended by Exhibit “A-1”.
2. **COMPENSATION.** Exhibit “C” of the Agreement is hereby amended to add Exhibit “C-1”, which adds a Grant Administrator at an hourly rate of \$40.87, plus the applicable percentage set forth in Exhibit “C-1”, for the services described in Exhibit “A-1”, and increases Consultant’s total compensation limit to \$155,102.41. Exhibit “C-1” is attached hereto and incorporated by reference. Contractor shall be compensated for the services described in Exhibit “A”, as amended by Exhibit “A-1”.
3. **NO OTHER AMENDMENTS.** Except as expressly stated herein, the Agreement shall remain unchanged and in full force and effect. The Agreement and this First Amendment constitute the entire agreement between the parties and supersede any previous oral or written agreements with respect to the subject matter hereof. In the event of any inconsistency between the terms of the Agreement and this First Amendment, the terms of this First Amendment shall govern.

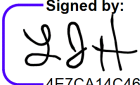
SIGNATURES FOLLOW ON NEXT PAGE

IN WITNESS WHEREOF, the parties have executed this First Amendment in Redondo Beach, California, as of this 5th day of May, 2026.

CITY OF REDONDO BEACH,
a chartered municipal corporation

HERO (HOUSING, EMPOWERMENT,
RECOVERY, AND OUTREACH) COMMUNITY
SERVICES, a California nonprofit corporation

James A. Light, Mayor

Signed by:

By: _____
Name: L. Joshua Heinzman
Title: CEO
4/30/2026 | 8:48 PM PDT

ATTEST:

APPROVED:

Eleanor Manzano, City Clerk

Diane Strickfaden, Risk Manager

APPROVED AS TO FORM:

Joy A. Ford, City Attorney

EXHIBIT "A-1"

PROJECT DESCRIPTION AND/OR SCOPE OF SERVICES

CONSULTANT'S DUTIES

Consultant shall perform the following services.

1. **Grant.** Consultant shall provide grant support to the City in connection with the ACR program as follows:
 - a. Identify and evaluate potential funding opportunities and advise the City on these opportunities.
 - b. Prepare and submit grant applications as requested by the City.

EXHIBIT "C-1"

COMPENSATION

Provided Consultant is not in default under the Agreement, as amended, Consultant shall be compensated as provided below.

1. **AMOUNT.** Consultant shall be paid in accordance with the following schedules:

a. Staffing

Staff Classification	Base Hourly Rate and Other Compensation
One (1) Certified Addiction Treatment Counselor (CATC)	\$40.87 per base hourly rate, plus an additional amount equal to twenty-five (25%) of the base hourly rate, identified by Consultant as a "benefits and taxes" factor. For purposes of the Agreement, as amended, such factor shall be treated solely as part of Consultant's direct labor rate, and shall not be construed as a separate reimbursement for employee benefits or payroll taxes.
One (1) Senior Intensive Case Manager (SICM)	\$33.00 per base hourly rate, plus an additional amount equal to twenty-five (25%) of the base hourly rate, identified by Consultant as a "benefits and taxes" factor. For purposes of the Agreement, as amended, such factor shall be treated solely as part of Consultant's direct labor rate, and shall not be construed as a separate reimbursement for employee benefits or payroll taxes.
One (1) Grant Administrator	\$40.87 per base hourly rate, plus an additional amount equal to twenty-five (25%) of the base hourly rate, identified by Consultant as a "benefits and taxes" factor. For purposes of the Agreement, as amended, such factor shall be treated solely as part of Consultant's direct labor rate, and shall not be construed as a separate reimbursement for employee benefits or payroll taxes.

- b. **Administrative Costs.** Consultant shall be paid 12% of the staffing costs described in Section 1.a of this Exhibit "C". Administrative costs include Consultant's general overhead and indirect costs associated with providing services under the Agreement, as amended, including but not limited to office management.
- c. **Direct Costs.** Consultant shall be reimbursed for the following direct costs, provided such costs are expressly pre-approved in writing by the City. Only actual reasonable, and necessary expenses incurred in the performance of services under the Agreement, as amended, and supported by receipts, will be eligible for reimbursement. Approved direct costs shall not exceed the following amounts:

Type of Cost	Unit Price	Qty	Total Allowance
Cell phone/hotspot	\$200.00	12	\$2,400
Gas	\$125.00	3	\$375
Laptop/cellphone/hotspot/printer			\$2,500
Office supplies			\$500
Long term vehicle rental			\$12,000

Client supplies			\$750
Vehicle sanitization			\$600
Insurance			\$3,000
Total Direct Costs			\$22,125

2. **NOT TO EXCEED AMOUNT.** In no event shall the total compensation paid to Consultant during the term of the Agreement, as amended, exceed \$155,102.41 as allocated below:

Description	Hours	Total Not to Exceed Amount
Certified Addiction Treatment Counselor (CATC)	2080	\$106,249.00
Senior Intensive Case Manager (SICM)	192	\$7,920.00
Grant Administrator	100	5,108.13
Total Direct Costs		\$22,125
Administrative Costs		\$13,700.28
Total Not to Exceed Amount		\$155,102.41

3. **METHOD OF PAYMENT.** Consultant shall provide monthly invoices indicating the services and tasks performed during the prior month, staff classification, the base hourly rate, number of hours worked, corresponding amount, the twenty-five percent (25%) “benefits and taxes” factor, administrative cost allocation, any City approved reimbursable direct costs, and total amount to the City for approval and payment. Invoices must be itemized, adequately detailed, supported by accurate records, include receipts for reimbursable direct costs, and be in a form reasonably satisfactory to City. Consultant may be required to provide back-up material upon request.
4. **SCHEDULE FOR PAYMENT.** City agrees to pay Consultant within forty-five (45) days of receipt of monthly invoices; provided, however, that services have been completed to the City’s full satisfaction.
5. **NOTICE.** Written notices to City and Consultant shall be given by registered or certified mail, postage prepaid, email, or personally served, and addressed to the following parties.

Consultant: HERO (Housing, Empowerment, Recovery, and Outreach) Community Services
8605 Santa Monica Blvd #196067
West Hollywood, CA 90069
Attention: Lawrence Joshua Heinzman
Email: lheinzman@herocommunityservices.org

City: City of Redondo Beach
Office of the City Attorney
415 Diamond Street
Redondo Beach, CA 90277
Attention: Joy A. Ford, City Attorney
Email: joy.ford@redondo.org

All notices, including notices of address changes, provided under the Agreement, as amended, are deemed received as follows: (1) on the second business day after emailing, provided that no “bounce-back” or similar message indicating non-delivery is received; (2) on the third day after mailing if sent by registered or certified mail; or (3) upon personal delivery. Changes in the respective address set forth above may be made from time to time by any party upon written notice to the other party in accordance with this section.