

**FIRST AMENDMENT TO AGREEMENT FOR PROJECT SERVICES
BETWEEN
THE CITY OF REDONDO BEACH
AND
CITY NET**

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 City Net, a California Nonprofit 501(c)(3) corporation (“Consultant”).

WHEREAS, on November 7, 2023, the parties hereto originally entered into that certain Agreement for Project Services between the City and Consultant (“Agreement”); and

WHEREAS, City and Consultant desire to amend the Agreement pursuant to the terms and conditions set forth herein.

NOW, THEREFORE, the parties hereby agree to make the following amendments to the Agreement:

1. Scope of Services. Exhibit A is amended to include the following:
The Homeless Census Scope of Work and Homeless Census Cost Proposal
2. Compensation. Exhibit C is amended to provide additional compensation for a homeless census in the amount of \$57,985.74 for a not to exceed amount of \$284,785.74. The compensation matrix for the census is attached hereto and incorporated herein by this reference.
3. Modification. Except as expressly set forth herein, the Agreement shall continue in full force and effect. The Agreement together with this First Amendment constitutes the entire agreement between the parties and supersede any previous oral or written agreement. In the event of any inconsistency between this First Amendment and the Agreement the terms of this First Amendment shall prevail. This First Amendment may be modified or amended only by a subsequent writing executed by all of the parties.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have entered into this First Amendment as of this 21st day of May, 2024.

CITY OF REDONDO BEACH
A chartered municipality

CITY NET
a California Nonprofit 501(c)(3) Corporation

James A. Light, Mayor

By: _____
Name: _____
Title: _____

ATTEST:

APPROVED:

Eleanor Manzano, City Clerk

Diane Strickfaden, Risk Manager

APPROVED AS TO FORM:

Michael W. Webb, City Attorney

Exhibit "A"
Scope of Work



PROJECT

City Net proposes to partner with the cities of Redondo Beach and Hermosa Beach to plan, implement and report on homelessness in Redondo Beach and Hermosa Beach. This homeless census¹ will provide critical data so the city can make informed decisions on resource allocation and accurately gauge intervention effectiveness against a statistical baseline.

TIMELINE

- | | |
|--|--|
| 1. Planning and Mapping: | Immediately upon contract completion |
| 2. Survey Question Development: | Immediately upon contract completion |
| 3. Unsheltered Count: | Day 1 TBD (early morning) and Day 2 TBD (late evening) |
| 4. Report (summary data): | Two weeks after Day 2 above |
| 5. Report (final report): | Six weeks after Day 2 above |
| 6. Public Dissemination: | TBD pending city preference |

ACTIVITIES

Planning and Mapping

City Net will partner with Redondo Beach and Hermosa Beach staff and Redondo Beach and Hermosa Beach Public Safety to create survey maps of the city. Maps will emphasize known locations of unsheltered homelessness. Maps will be physically walked and/or driven in advance by City Net, with detailed notes and instructions written for the data collection teams to follow on the days of the census.

City Net will also work at this time with Redondo Beach and Hermosa Beach staff to develop customized survey questions which, in addition to standard demographic questions, will focus on topics such as community ties and local service priorities.

Census Activities

Unsheltered Count

City Net will complete an unsheltered homeless census over multiple days and times (typically an early Tuesday morning and late Thursday evening of the same week) to cover the entire

¹ We are proposing a “census”, as differentiated from other related activities:

1. A “point-in-time count” (PIT) is an enumeration of unsheltered and sheltered homeless neighbors in a city. It yields a number and limited demographic data of the total homeless population. Many County PITs rely on survey methodology (see below) and statistical sampling.
2. A “survey” takes a statistically representative sample of the homeless population and projects estimates of the total population based on the findings of the smaller sample population.
3. A “census” seeks to collect information through interviewing every possible member of the population. It yields a number, and, in this proposal, demographic, housing, social, economic and other information on the total homeless population.



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geography of the city as well as homeless neighbors that spend the day in Redondo Beach and Hermosa Beach but sleep elsewhere. We will offer survey incentives to encourage survey participation.

We will conduct both early morning and late evening census activities because this will allow us to include anyone who might be away from their normal spot during the time of either census event. The census will rely on teams consisting of experienced City Net street outreach and engagement staff. Redondo Beach and Hermosa Beach Public Safety personnel (as able or as needed for safety, access, etc.), and trained volunteers may be included depending on the need/map size.

Sheltered Count

City Net will work with Redondo Beach and Hermosa Beach to secure, through any local partner shelters, a sheltered homeless count on the days of the unsheltered count. Recognizing that participation in the project is voluntary, we may not be able to access all sheltered data. We will aggregate sheltered numbers with the unsheltered data to the degree possible to provide the most complete possible depiction of homelessness in the city.

Subpopulation Count

City Net will prioritize subpopulations (Veterans, transitional-aged youth, domestic violence victims, vehicle/RV occupants) in the census. Questions will be included in the survey to provide specific resources to subpopulations.

Data Entry and Database Management

City Net will use GIS technology to complete the census electronically (using ARC GIS's Survey123 app) and collected data will be housed securely in an online database. City Net will maintain the data on behalf of the city and will provide the city with aggregate data. Using data security practices consistent with HMIS, individual client data of those who consent to have their information stored in HMIS is only viewable by qualified staff at participating agencies. To participate in HMIS, leaders at each agency must sign an Agency Agreement that includes a commitment to protecting client data and maintaining confidentiality, and agency staff must pass multiple trainings on the importance of client privacy.

If desired City Net will also include a question to the client permitting City Net to share the client's name and contact information with the city so that the city may follow up with services.

Reporting

City Net will solicit input from city stakeholders to ensure that desired data is captured and



City Net

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reflected in the report. City Net will analyze the data and report findings on analysis of the data, recommendations, and next steps for the city to consider. City Net will work with Redondo Beach and Hermosa Beach staff to identify the best context for any desired public presentation(s).

Exhibit "C"

Cost Proposal

Redondo Beach and Hermosa Beach Homeless Census, Summer 2024 date TBD					
Labor					
Title/Role	Description	Full Comp	# staff	Hrs/ staff	TOTAL
Census Manager	Project management and supervision, community meetings	\$53.24	1	112	\$5,962.88
Mapping/Reporting	GIS mapping, data management, report writing	\$44.54	4	112	\$19,953.92
Outreach and Engagement	Census taking, 2 six hour shifts at 1.5 OT rate	\$57.31	14	24	\$19,256.16
Data management	Survey setup, data compilation and analysis	\$36.61	2	24	\$1,757.28
Executive leadership	Project oversight, quality control, communications, problem solving, reporting	\$104.23	2	24	\$5,003.04
Finance and billing	Payroll, billing, financial controls	\$52.78	1	20	\$1,055.60
Human resources	Staff recruiting, hiring, training, disputes	\$43.82	1	20	\$876.40
Operations	Inventory, purchasing, logistics, technical support	\$41.29	1	20	\$825.80
Labor Subtotal:					\$54,691.08
Operations and Program Expenses					
Item	Description				TOTAL
Client Services	Gift Card incentives for client participation				\$2,500.00
Client Services	Printing/binding/delivery costs for final reports				\$3,000.00
Materials and Supplies	Personal Protective Equipment (PPE) for staff and clients (masks, gloves, face shields, proximity suits, trash bags, etc.)				\$900.00
Materials and Supplies	Uniforms, copies, forms, office supplies, equipment, etc.				\$700.00
Materials and Supplies	IT support and ARC GIS client management software licenses				\$1,600.00
Materials and Supplies	Vehicle expenses (lease, fuel, vehicle insurance, maintenance)				\$1,666.67
Materials and Supplies	Office space and office equipment/furniture rental				\$1,306.00
Materials and Supplies	Financial audit				\$178.00
Materials and Supplies	Liability Insurance				\$1,800.00
Materials and Supplies	Materials contingencies				\$1,944.00
Operations and Program Expenses Subtotal:					\$15,594.67
Indirect Costs					
Category	Description				TOTAL
Non-federal entity 10% de minimis rate	Per 2 CFR 200.414-11, de minimis rate established for non-Federal entities who do not have negotiated Indirect Cost Rate. This fee is charged at a rate of 10% to offset expenses incurred by the organization but not billable as direct project expenses.				\$7,028.57
Indirect subtotal:					\$7,028.57
Credits					
Credit for multi-city participation at 25%					-\$19,328.58
Credits subtotal:					-\$19,328.58
Project TOTAL					\$57,985.74