

**FIRST AMENDMENT TO AGREEMENT BETWEEN HARRIS COUNTY AND
CAREER AND RECOVERY RESOURCES, INC. FOR
CCHP – RAPID RE-HOUSING (COVID-19)**

THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §

This First Amendment to the Agreement is entered into by and between Harris County, a body corporate and politic under the laws of the State of Texas (herein after referred to as the “Grantee”), and Career and Recovery Resources, Inc. (herein after referred to as the “Subrecipient”). The Grantee and Subrecipient are referred to herein collectively as the “Parties”.

Recitals

On or about March 8, 2022, Grantee entered into an Agreement for Services (herein after referred to as the "Agreement") with Subrecipient under which the Subrecipient would provide certain services generally described as providing CCHP Rapid Re-Housing services, to include rental assistance, financial assistance, and case management; and

The Parties now desire to enter into a First Amendment to the Agreement to revise Exhibit B, Budget, in order to distribute the funds under the correct funding source. The Parties request that the Amendment be effective March 1, 2022. The total grant amount remains at \$1,495,000.00.

Terms

I.


“Exhibit B, Budget to Agreement” is replaced entirely. The amended Budget is attached hereto and shall be known as “Exhibit B, Budget to First Amendment to Agreement.”

II.


In the event of any conflict between this First Amendment to Agreement and all previous versions of the Agreement, the terms of this First Amendment shall govern. All other conditions between the parties shall remain in full force and effect.

[EXECUTION PAGE TO FOLLOW]

ATTEST:

DocuSigned by:

By: _____
Name: Nkechi Agwuenu
Title: Chief Operating Officer


**CAREER AND RECOVERY
RESOURCES, INC.**

DocuSigned by:

By: _____
Name: Kelly Young
Title: CHIEF EXECUTIVE OFFICER

Date Signed: 6/22/2022

APPROVED AS TO FORM:

Christian D. Menefee
Harris County Attorney

By: 
Tiffany Bangs
Assistant County Attorney
CAO File No.: 22GEN2160

HARRIS COUNTY

By: _____
LINA HIDALGO
Harris County Judge

Date Signed: _____

Exhibit B, Budget to First Amendment to Agreement CAREER AND RECOVERY RESOURCES, INC. FOR CCHP – RAPID RE- HOUSING (COVID-19)

Maximum Amount to be Paid Under this Agreement

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed ONE MILLION FOUR HUNDRED NINETY-FIVE THOUSAND DOLLARS and 00/100 (\$1,495,000.00) as certified available by the Harris County Auditor and as evidenced by the issuance of a Purchase Order from the Harris County Purchasing Agent.

Combined Activity Budget				
This form will auto populate.				
Service Component #	1			
Component:	Rapid Re-housing			
Expense Category		Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	TOTAL BUDGET
Rapid Re-Housing	Persons/ Households to be Served			
Activity 1: Navigation		\$ -	\$ -	\$ -
Activity 2: Case Management	25	\$ 48,993	\$ 38,106	\$ 87,099
Activity 3: Financial Assistance	25	\$ 65,950	\$ 5,000	\$ 70,950
Activity 4: Rental Assistance				
Short-term Rent (1-3 months)		\$ 71,250	\$ -	\$ 71,250
Long & Medium Term Rent (4-24 months)		\$ 209,689	\$ 99,061	\$ 308,750
Other Costs				
Professional Fees/Contract Services		\$ 360	\$ 120	\$ 480
Travel		\$ 1,344	\$ -	\$ 1,344
Space Costs		\$ 630	\$ 202	\$ 832
Consumables and Supplies		\$ 1,784	\$ -	\$ 1,784
Rent, Lease Equipment		\$ -	\$ -	\$ -
Other (telephone, insurance, office content, bond insurance)		\$ -	\$ -	\$ -
Total Cost:		\$ 400,000	\$ 142,489	\$ 542,489

Service Component #	2	CITY		
Component:				
Expense Category		Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	TOTAL BUDGET
Rapid Re-housing Light	Persons to be Served			
Activity 1: Navigation		\$ -	\$ -	\$ -
Activity 2: Case Management		\$ -	\$ -	\$ -
Activity 3: Financial Assistance		\$ -	\$ -	\$ -
Activity 4: Rental Assistance				
Short-term Rent (1-3 months)		\$ -	\$ -	\$ -
Medium-term Rent (4-24 months)	49	\$ -	\$ 357,066	\$ 357,066
Other Costs				
Professional Fees/Contract Services		\$ -	\$ -	\$ -
Travel		\$ -	\$ -	\$ -
Lease Space		\$ -	\$ -	\$ -
Consumables and Supplies		\$ -	\$ -	\$ -
Rent, Lease Equipment		\$ -	\$ -	\$ -
Other (telephone, insurance, office content, bond insurance)		\$ -	\$ -	\$ -
Total Cost:		\$ -	\$ 357,066	\$ 357,066

Service Component #		3 STATE		
Component:				
Total Number to be Served:				
Expense Category				
Rapid Re-housing Light	Persons to be Served	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	TOTAL BUDGET
Activity 1: Navigation		\$ -	\$ -	-
Activity 2: Case Management	46	\$ -	\$ 58,325	\$ 58,325
Activity 3: Financial Assistance	46	\$ -	\$ 7,200	\$ 7,200
Activity 4: Rental Assistance		\$ -	\$ -	-
Short-term Rent (1-3 months)		\$ -	\$ -	-
Medium-term Rent (4-24 months)	46	\$ -	\$ 529,920	\$ 529,920
Other Costs				
Professional Fees/Contract Services		\$ -	\$ -	\$ -
Travel		\$ -	\$ -	\$ -
Lease Space		\$ -	\$ -	\$ -
Consumables and Supplies		\$ -	\$ -	\$ -
Rent, Lease Equipment		\$ -	\$ -	\$ -
Other (telephone, insurance, office content, bond insurance)		\$ -		\$ -
Total Cost:		\$ -	\$ 595,445	\$ 595,445

[illegible]

RRH Financial Assistance Detail				
Component:			1	2020
			Rapid Re-housing	
Expense Description	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	Equation for calculation of funds requested	TOTAL
Activity No. 3: Financial Assistance landlord incentive fees, and rental and utility assistance payments to landlords				
Landlord Incentives	\$ 35,000.00	\$ 5,000.00	\$1600/hh x 25HH	\$ 40,000.00
Utility Deposits & 1st month Utility payments	\$ 3,750.00		\$150/hh x 25hh	\$ 3,750.00
Rental Application Fees & Security Deposits				\$ -
Other (Client Furniture)	\$ 27,200.00		\$1088/hh x 25hh	\$ 27,200.00
Other (Client Transportation - bus fare cards)				\$ -
Financial Assistance Subtotal	\$ 65,950.00	\$ 5,000.00		\$ 70,950.00
Activity No. 4: Rental Assistance				
Short term rental assistance (1-3 months)	\$ 71,250.00		\$950/hh x 25hh x 3mnths	\$ 71,250.00
Medium term rental assistance (4-24 months)	\$ 209,689.00	\$ 99,061.00	\$950/hh x 25hh x 13mnths	\$ 308,750.00
				\$ -
Rental Assistance Subtotal	\$ 280,939.00	\$ 99,061.00		\$ 380,000.00
Component 1-RRH Total	\$ 346,889.00	\$ 104,061.00		\$ 450,950.00

RRH Financial Assistance Detail				
Component:			2	
			RRH - City	
Expense Description	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	Equation for calculation of funds requested	TOTAL
Activity No. 3: Financial Assistance landlord incentive fees, and rental and utility assistance payments to landlords				
Rental Application Fees and Security Deposits				\$ -
Utility payments-1 month				\$ -
Landlord Incentives				\$ -
Other (Client Transportation - Bus Fare Cards)				\$ -
				\$ -
Financial Assistance Subtotal	\$ -	\$ -		\$ -
Activity No. 4: Rental Assistance				
Short term rental assistance (1-3 months)	\$ -			\$ -
Medium term rental assistance (4-24 months)		\$ 357,066.00	\$607.26/hh x 49hh x 12mnths	\$ 357,066.00
Rental Assistance Subtotal	\$ -	\$ 357,066.00		\$ 357,066.00
Component 2-RRH City Total	\$ -	\$ 357,066.00		\$ 357,066.00

RRH Financial Assistance Detail				
Component:			3	
			RRH - STATE	
Expense Description	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	Equation for calculation of funds requested	TOTAL
Activity No. 3: Financial Assistance landlord incentive fees, and rental and utility assistance payments to landlords				
Rental Application Fees and Security Deposits	\$ -	\$ -		\$ -
Utility payments - Monthly		\$ 7,200.00	\$50/hh x 12hh x 12mnths	\$ 7,200.00
Landlord Incentives	\$ -	\$ -		\$ -
Other (Client Transportation - Bus Fare Cards)				\$ -
				\$ -
Financial Assistance Subtotal	\$ -	\$ 7,200.00		\$ 7,200.00
Activity No. 4: Rental Assistance				
Short term rental assistance (1-3 months)	\$ -	\$ -		\$ -
Medium term rental assistance (4-24 months)		\$ 529,920.00	\$960/hh x 46 x 12mnths	\$ 529,920.00
Rental Assistance Subtotal	\$ -	\$ 529,920.00		\$ 529,920.00
Component 3-RRH STATE Total	\$ -	\$ 537,120.00		\$ 537,120.00

Total Non-Personnel 1 - All Activities:	\$ 346,889.00	\$ 998,247.00		\$ 1,345,136.00
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RRH Non-Personnel Detail				
			1	2020
	Component:		Rapid Re-housing	
Expense Description	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	Equation for calculation of funds requested	TOTAL
Other Costs				
Professional Fees/Contract Services				
Quality Management Consultant	360.00	120.00	10% of (\$60/hr x 15hrs/qtr x 5.33 qtrs)	\$ 480.00
				\$ -
<i>Professional Fees/Contract Svcs Subtotal</i>	\$ 360.00	\$ 120.00		\$ 480.00
Travel & Training				
Type of Training				
				\$ -
				\$ -
Type of Travel (non-mileage)				
				\$ -
				\$ -
Mileage:				
___ mi./mo. x ___ mos. x .56 cents/mi.	1,344.00		150 miles/mo x 16 mnths x .56 cents/mi	\$ 1,344.00
<i>Travel & Training Subtotal</i>	\$ 1,344.00	\$ -		\$ 1,344.00
Space Costs (provide location)				
Rent: ___ sq. ft. x \$183.8___ /ft./year	-			\$ -
				\$ -
				\$ -
Utilities: \$___ / month x ___ months				
Electricity				\$ -
Water				\$ -
Telephone(cell phone)	630.00	202.00	\$52/mnth x 16 mnths	\$ 832.00
Other Utilities				\$ -
<i>Space Costs Subtotal</i>	\$ 630.00	\$ 202.00		\$ 832.00
Consumable Supplies				
Misc supplies \$ ___X_1_FTE's	1,200.00		1 laptop computer at \$1200	\$ 1,200.00
Office Supplies	584.00		\$36.50/mnth x 16 mnths	\$ 584.00
<i>Consumable Supplies Subtotal</i>	\$ 1,784.00	\$ -		\$ 1,784.00
Rent, Lease of Equipment and Furniture				
Office Furniture				\$ -
Copier				\$ -
				\$ -
<i>Rent, Lease Furniture Subtotal</i>	\$ -	\$ -		\$ -
Other				
Mediation, Legal Services, Credit Repair				\$ -
Direct Audit Costs				\$ -
Postage				\$ -
Program specific insurance				\$ -
Other (HMIS FEES)				\$ -
Other (office supplies)				\$ -
<i>Other Costs Subtotal</i>	\$ -	\$ -		\$ -
RRH Non-Personnel Detail Total	\$ 4,118.00	\$ 322.00		\$ 4,440.00

RRH Non-Personnel Detail				
			2	
	Component:		RRH - CITY	
Expense Description	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	Equation for calculation of funds requested	TOTAL
Other Costs				
Professional Fees/Contract Services				
CSH Certification-accreditation for PSH				\$ -
				\$ -
				\$ -
<i>Professional Fees/Contract Svcs Subtotal</i>	\$ -	\$ -		\$ -
Travel & Training				
Type of Training				
				\$ -
				\$ -
Type of Travel (non-mileage)				
				\$ -
				\$ -
Mileage:				
Staff Local Travel				\$ -
<i>Travel & Training Subtotal</i>	\$ -	\$ -		\$ -
Space Costs (provide location)				
Rent: ___ sq. ft. x \$ ___ /ft./year				\$ -
Utilities: \$ ___ / month x ___ months				\$ -
				\$ -
Utilities:				
Electricity				\$ -
Water	-			\$ -
Telephone (Cell phone)				\$ -
Other Utilities				\$ -
<i>Space Costs Subtotal</i>	\$ -	\$ -		\$ -
Consumable Supplies				
Other Consumables (Printed Materials) Specialized Client Supp	\$ -			\$ -
Office Supplies (desk top supplies - all writing items - paper - cd				\$ -
<i>Consumable Supplies Subtotal</i>	\$ -	\$ -		\$ -
Rent, Lease of Equipment and Furniture				
Office Furniture (Work Station/desk, chair, side chair)(includes				\$ -
Copier & Scanner (Bridge Offices - Six Sites)				\$ -
<i>Rent, Lease Furniture Subtotal</i>	\$ -	\$ -		\$ -
Other				
Mediation, Legal Services, Credit Repair				\$ -
Direct Audit Costs				\$ -
Postage				\$ -
GL Ins. Directly related to sites and staff				\$ -
Software Client Management OUTCOME BASED				\$ -
Administrative Cost at 10% of (CDBG) Program Cost				\$ -
<i>Other Costs Subtotal</i>	\$ -	\$ -		\$ -
RRH - CITY Non-Personnel Detail Total	\$ -	\$ -		\$ -

RRH Non-Personnel Detail				
			3	
	Component:		RRH - STATE	
Expense Description	Harris County ESG-CV Funds	Harris County ESG-CV2 Funds	Equation for calculation of funds requested	TOTAL
Other Costs				
Professional Fees/Contract Services				
CSH Certification-accreditation for PSH				\$ -
				\$ -
				\$ -
<i>Professional Fees/Contract Svcs Subtotal</i>	\$ -	\$ -		\$ -
Travel & Training				
Type of Training				
				\$ -
				\$ -
Type of Travel (non-mileage)				
				\$ -
				\$ -
Mileage:				
Staff Local Travel				\$ -
<i>Travel & Training Subtotal</i>	\$ -	\$ -		\$ -
Space Costs (provide location)				
Rent: ___ sq. ft. x \$ ___ /ft./year				\$ -
Utilities: \$ ___ / month x ___ months				\$ -
				\$ -
Utilities:				
Electricity				\$ -
Water	-			\$ -
Telephone (Cell Phones)				\$ -
Other Utilities				\$ -
<i>Space Costs Subtotal</i>	\$ -	\$ -		\$ -
Consumable Supplies				
Misc Supplies (laptop & associated accessories)	\$ -			\$ -
Office Supplies				\$ -
<i>Consumable Supplies Subtotal</i>	\$ -	\$ -		\$ -
Rent, Lease of Equipment and Furniture				
Office Furniture (Work Station/desk, chair, side chair)(includes Computer)				\$ -
Copier & Scanner (Bridge Offices - Six Sites)				\$ -
<i>Rent, Lease Furniture Subtotal</i>	\$ -	\$ -		\$ -
Other				
Mediation, Legal Services, Credit Repair				\$ -
Direct Audit Costs				\$ -
Postage				\$ -
GL Ins. Directly related to sites and staff				\$ -
Software Client Management OUTCOME BASED				\$ -
Administrative Cost at 10% of (CDBG) Program Cost				\$ -
<i>Other Costs Subtotal</i>	\$ -	\$ -		\$ -
RRH - STATE Non-Personnel Detail Total	\$ -	\$ -		\$ -

Budget Summary						
Program Year:	2020					
Name of Project:	CCHP					
	Component	No. of Persons Served	HCCSD ESG-CV	HCCSD ESG-CV2	TOTAL	HCCSD
1. Grant Funds Requested by Component	No.		Award (Share)	Award (Share)	PRGM/ACT COSTS	Unit / Price
Rapid Re-housing	1	25	\$ 400,000	\$ 142,489	\$ 542,489	\$ 21,699.55
RRH City	2	49	\$ -	\$ 357,066	\$ 357,066	\$ 7,287.06
RRH State	3	46	\$ -	\$ 595,445	\$ 595,445	\$ 12,944.46
Subtotals:			\$ 400,000	\$ 1,095,000	\$ 1,495,000	
2. Summary of Funds from other sources (Entity name and type) of funding:	Component No.	No. of Persons Served				\$ Contribution / Unit
Rapid Re-housing	1	25				
RRH City	2	49				
RRH State	3	46				

ORDER OF COMMISSIONERS COURT
Authorizing Execution of Agreement

The Commissioners Court of Harris County, Texas, convened at a meeting of said Court at the Harris County Administration Building in the City of Houston, Texas, on the ____ day of _____, 2022, with all members present except _____.

A quorum was present. Among other business, the following was transacted:

**ORDER AUTHORIZING EXECUTION OF FIRST AGREEMENT
 AMENDMENT BETWEEN HARRIS COUNTY AND CAREER AND RECOVERY
 RESOURCES, INC. FOR CCHP – RAPID RE-HOUSING (COVID-19)**

Commissioner _____ introduced an order and moved that Commissioners Court adopt the order. Commissioner _____ seconded the motion for adoption of the order. The motion, carrying with it the adoption of the order, prevailed by the following vote:

	Yes	No	Abstain
Judge Lina Hidalgo	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Rodney Ellis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Adrian Garcia	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. Tom S. Ramsey, P.E.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Comm. R. Jack Cagle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The County Judge thereupon announced that the motion had duly and lawfully carried and that the order had been duly and lawfully adopted. The order adopted follows:

IT IS ORDERED that:

- 1: County Judge is hereby authorized to execute for and on behalf of Harris County a First Agreement Amendment between Harris County and Career and Recovery Resources, Inc. for the purpose of providing services and programs to families directly impacted by the Coronavirus (“COVID-19”) public health emergency. The total cost to the County for all Services provided for in this First Amended Agreement shall not exceed \$1,495,000.00 to be paid out of ESG-CV Round 1 and Round 2 funds. The First Agreement Amendment is incorporated as though fully set forth herein word for word.
- 2: All Harris County officials and employees are authorized to take such action and execute other documents as they deem necessary or convenient to carry out the purposes of this Order.