

**FIRST AMENDMENT TO THE AGREEMENT BETWEEN HARRIS COUNTY AND
SEARCH HOMELESS SERVICES FOR THE FY2020 NORTHLINE SRO CONTINUUM
OF CARE GRANT TX0313L6E002010**

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 (the “Grantee”), and SEARCH Homeless Services (the “Subrecipient”). The Grantee and Subrecipient are referred to herein collectively as the “Parties”.

Recitals

On or about December 14, 2021, Grantee entered into an Agreement (the “Master Agreement”) for Services with Subrecipient under which the Subrecipient agreed to provide supportive services to scattered site housing participants. Services may include but are not limited to providing an annual assessment of service needs, access to supportive services (such as mental health treatment, substance abuse treatment, community-based services, medical care, resources for obtaining food and clothing, vocational assessments and training, and transportation) in accordance with 24 CFR Part 578.53 utilizing a total of \$155,789.00 in FY2020 Continuum of Care (“CoC”) grant funds.

The Parties now desire to enter into a First Amendment to the Agreement (“First Amendment”) to revise the following: 1) Exhibit A, Scope of Services, to increase the number of people to be served from 53 to 60, and 2) Exhibit B, Budget, to increase the total project cost with \$62,314.00 in FY2020 CoC funds. The total CoC award is increased to \$218,103.00 effective August 1, 2022.

Terms

I.

This First Amendment shall be governed by the Master Agreement, incorporated herein by reference as if set forth word for word.

II.

“Exhibit A, Scope of Services” is replaced entirely. The amended Scope of Services is attached hereto and shall be known as “Exhibit A, Scope of Services for the First Amendment to the Agreement.”

III.

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

IV.

Subrecipient understands and agrees that it shall comply with all terms originally set forth in the Master Agreement.

V.

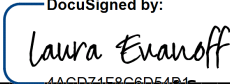
All other terms of the Master Agreement shall remain in full force and effect as originally written and subsequently amended.

VI.

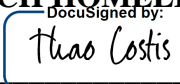
EXECUTION

Multiple Counterparts: This First Amendment may be executed in several counterparts. Each counterpart is deemed an original. All counterparts together constitute one and the same instrument. Parties warrant that the undersigned is a duly authorized representative with the power to execute this First Amendment.

ATTEST:

DocuSigned by:

By: _____
Name: Laura Evanoff
Title: Director of Grants

SEARCH HOMELESS SERVICES

DocuSigned by:

By: _____
Name: Thao Costis
Title: CEO

Date Signed: 8/4/2022

APPROVED AS TO FORM:

Christian D. Menefee
Harris County Attorney

HARRIS COUNTY

By: An Le
An Le
Assistant County Attorney
CAO File No.: 22GEN2479

By: _____
Lina Hidalgo
Harris County Judge

Date Signed: _____

Exhibit A, SCOPE OF SERVICES for the First Amendment to the Agreement

I. Application

This Scope of Services is based on the approved Application prepared and submitted by the Grantee through the Houston-Harris County Continuum of Care (CoC) application process. However, in the event of any conflict between the Application and any provision contained herein, this Agreement shall control. In addition to the activities listed below, the Subrecipient agrees to operate this CoC program consistent with the program delivery stated in the approved Application.

II. Activities

Activity #1: The Subrecipient will provide supportive services for up to 60 scattered site housing program participants, or as funds allow. The Subrecipient will collect homeless documentation and disability documentation for applicants for the CoC program. The Subrecipient will forward sufficient documentation to the Grantee to verify if the applicant is eligible for the CoC program.

Activity #2: The Subrecipient will provide supportive services, to include but not limited to, case management and an annual assessment of service needs, including access to supportive services, such as: mental health treatment, substance abuse treatment, community-based services, medical care, resources for obtaining food and clothing, vocational assessments and training, and transportation in accordance with 24 CFR Part 578.53.

Activity #3: The Subrecipient will, to the greatest extent possible, provide and report on the following outcome objectives as documented in HMIS case notes.

- a. 100% of residents who have not paid rent on time, or who have been notified regarding any other lease violation, will be offered supportive services; 90% of those who engage in services will strategize with the case manager on remedies for late payment of rent and/or lease violation to be documented in case management notes; 90% that work with the case manager to remedy the late payment or lease violation will remain in housing for at least 90 days without being evicted.
- b. 90% of residents who enter during the project year will remain stably housed by the end of the project year.
- c. 70% of residents who enter without any income will establish income from employment and or public assistance for which they are eligible within 12 months of enrollment; a plan of action must be provided when not on target.
- d. Within 90 days of engaging in services, 90% of residents will develop an individualized service plan, which establishes goals and objectives and identifies activities leading to their accomplishment.
- e. At a minimum, two monthly virtual life skills workshops will be made available to the residents.

Activity #4: The Subrecipient will provide notice to the Grantee of any program terminations by the end of the reporting month.

Activity #5: Subrecipient will designate a staff person to be responsible for ensuring that children being served in the program are enrolled in school and connected to appropriate services in the community, as applicable.

In addition to the normal administrative services required as part of this Agreement, the Subrecipient agrees to document progress using reporting requirements specified in Paragraph IX. B., parts 4 and 5 of this Agreement by providing the above levels of program services.

The Scope of Services to be provided by the Subrecipient may be amended to include other activities authorized under Federal law that are approved in writing by the Director of the Harris County Community Services Department or the Grantee as applicable, and within the same general type of services described herein.

III. Notice

Grantee

Ms. Adrienne M. Holloway Ph.D.
Executive Director
Harris County Community Services Department
8410 Lantern Point Dr.
Houston, Texas 77054

Subrecipient

Ms. Thao Costis
President & CEO
SEARCH Homeless Services
2015 Congress Avenue
Houston, Texas 77002

Exhibit B, Budget for the First Amendment to the Agreement

SEARCH HOMELESS SERVICES FOR THE FY2020 NORTHLINE SRO CONTINUUM OF CARE GRANT TX0313L6E002010

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 TWO HUNDRED EIGHTEEN THOUSAND ONE HUNDRED THREE DOLLARS and 00/100 (\$218,103.00), 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			
Service Activity # 1			
Activity:	Case Management		
Unit Description:	Provision of one case management session		
	(Total 60 clients)		
Unit Calculation:	53 clients x 1 unit of case management/mo. x 12 months and 7 clients x 1 unit of case management/mo. X 4 months		
Number of Units to be Provided:	664		
Expense Category	Harris County Grant Funds	Leverage Funds	TOTAL BUDGET
Personnel	\$ 207,505.00	\$ -	\$ 207,505.00
Professional Fees/Contract Services	-	\$ -	\$ -
Travel	1,344.00	\$ -	\$ 1,344.00
Lease Space	900.00	\$ -	\$ 900.00
Consumables and Supplies	4,500.00	\$ -	\$ 4,500.00
Rent, Lease Equipment	1,753.63	\$ -	\$ 1,753.63
Other (audit, insurance, office content,	2,100.00	\$ -	\$ 2,100.00
Total Activity Cost:	\$ 218,102.63	\$ -	\$ 218,102.63
Unit Cost:	\$ 328.47		

Personnel Detail							
Service Activity #1							2020
Activity: Case Management							
Position	FTE	Monthly Salary	No. of Months	Harris County Grant Funds	Leverage Funds	Leverage Funds Source Description	TOTAL
Case Manager	2	\$ 3,750.00	12	90,000.00	-		90,000.00
Case Manager	1	\$ 4,600.00	12	55,200.00	-		55,200.00
Team Lead/Case Manager	0.2	\$ 5,000.00	12	12,000.00	-		12,000.00
				-	-		-
				-	-		-
				-	-		-
				-	-		-
				-	-		-
Salary Subtotal				\$ 157,200.00	\$ -		\$ 157,200.00
Fringe Benefits							
FICA (7.65%)				\$ 12,025.80			12,025.80
Worker's Compensation (not to exceed 5%)				600.00			600.00
Insurance				30,934.00			30,934.00
Retirement				4,369.20			4,369.20
Other Fringe Benefits (SUTA, cafeteria plans, etc.)				2,376.00			2,376.00
Fringe Benefits Subtotal				\$ 50,305.00	\$ -		\$ 50,305.00
Operations Personnel Total				\$ 207,505.00	\$ -		\$ 207,505.00

Non-Personnel Detail				
Direct Costs for Service Activity #1			2020	
Activity: Case Management				
Description	Harris County Grant Funds	Leverage Funds	Leverage Funds Source Description	TOTAL
Professional Fees/Contract Services (including volunteer time for match)				
				\$ -
				\$ -
				\$ -
Subtotal	\$ -	\$ -		\$ -
Travel & Training (ineligible shelter cost)				
Type of Training				
				\$ -
				\$ -
Type of Travel (non-mileage)				
				\$ -
				\$ -
				\$ -
Mileage:				
200 mi./mo. x 12 mos. x .56 cents/mi.	1,344.00	-		\$ 1,344.00
Subtotal	\$ 1,344.00	\$ -		\$ 1,344.00
Building leases/rent/utility expenses				
Space Costs (provide location):				
Location:				\$ -
Rent: sq. ft. @ \$ /ft./year				\$ -
				\$ -
				\$ -
Utilities:				
Electricity				\$ -
Water				\$ -
Telephone				\$ -
Other Utilities: Monthly internet service x 3 hot spots @ \$25/mo/device x 12 months = \$900/year	900.00			\$ 900.00
Subtotal	\$ 900.00	\$ -		\$ 900.00
Consumable Supplies (describe)				
Metro passes for clients (\$2.50 x 1000)	2,500.00	-		\$ 2,500.00
Office Supplies	1,000.00	-		\$ 1,000.00
Food for Clients	1,000.00			\$ 1,000.00
				\$ -
Subtotal	\$ 4,500.00	\$ -		\$ 4,500.00
Rent, Lease of Equipment and Furniture				
Case Management Equipment (1 laptop computer @ \$1,353.13 + 3 year warranty @ \$130.50 = \$1,483.63)	\$ 1,483.63			\$ 1,483.63
3 hot spots @ \$90/each = \$270.	\$ 270.00			\$ 270.00
Rent, Lease Furniture Subtotal	\$ 1,753.63	\$ -		\$ 1,753.63
Other Costs				
Direct Audit Costs				\$ -
Postage				\$ -
Direct payments / benefits to clients				\$ -
Program specific insurance				\$ -
Financial Assistance				\$ -
Client ID @ \$300/yr + Application Fees (10CL x \$30) @ \$300/year + One-Time Moving Costs (\$1000/year)	1,600.00			\$ 1,600.00
Life Skills Training for Clients	500.00			\$ 500.00
Other Costs Subtotal	\$ 2,100.00	\$ -		\$ 2,100.00
Non-Personnel Detail Total	\$ 10,597.63	\$ -		\$ 10,597.63

CDBG Budget Summary						
Program Year:		2020				
Name of Project:		The FY2020 Northline SRO Continuum of Care				
Grant Funds Requested by Activity	Activity No.	No. of units	HCCSD Award (Share)	LEVERAGE	TOTAL PRGM/ACT COSTS	HCCSD Unit/Price
Case Management	1	664	\$218,103	-	\$ 218,103	\$ 328.47
N/A	2	N/A	\$ -	-	-	\$ -
Subtotals:			\$218,103	\$ -	\$ 218,103	

ORDER OF COMMISSIONERS COURT

Authorizing Execution of an Amendment

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 A FIRST AMENDMENT TO THE
AGREEMENT BETWEEN HARRIS COUNTY AND SEARCH HOMELESS SERVICES
FOR THE FY 2020 NORTHLINE SRO CONTINUUM OF CARE GRANT
TX0313L6E002010**

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 Amendment to the Agreement between Harris County and SEARCH Homeless Services. The total cost to the County for all Services provided for in this First Amendment to the Agreement shall not exceed \$218,103.00. The First Amendment to the Agreement is incorporated herein as though fully set forth 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.