



CITY OF FORT BRAGG

Incorporated August 5, 1889
416 N. Franklin Street
Fort Bragg, CA 95437
Phone: (707) 961-2823
Fax: (707) 961-2802

January 28, 2015

Anna Shaw, Executive Director
Mendocino Coast Hospitality Center
P O Box 2168
Fort Bragg, CA 95437

Dear Anna:

Enclosed is an executed original of the Second Amendment to the Subrecipient Agreement between the City of Fort Bragg and Mendocino Coast Hospitality Center.

Please contact Housing and Economic Development Coordinator Jennifer Owen or me at (707) 961-2823 if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Cindy VanWormer".

Cynthia M. VanWormer, MMC
City Clerk

Enclosures

cc: #297-13/A
Housing & Economic Development Coordinator (with Amendment via e-mail)

SECOND AMENDMENT
AGREEMENT WITH MENDOCINO COAST HOSPITALITY CENTER
FOR CDBG PUBLIC SERVICE PROGRAM ACTIVITIES, CDBG #12-CDBG-8388

THIS SECOND AMENDMENT is made and entered into this 26th day of January, 2015, by and between the CITY OF FORT BRAGG, hereinafter referred to as "CITY", and MENDOCINO COAST HOSPITALITY CENTER, hereinafter referred to as "SUBRECIPIENT".

WHEREAS, the City's 2012 Community Development Block Grant (CDBG) #12-CDBG-8388 provides \$462,500 to operate the Homeless Mental Health Intervention Program (HMHIP) for approximately thirty months, until September 30, 2015; and

WHEREAS, the Program is operated by Mendocino Coast Hospitality Center (MCHC) and Mendocino Coast Clinics per Subrecipient Agreements with each entity; and

WHEREAS, Client services are instigated by MCHC, and the number of clients eligible for the program has significantly exceeded projections. In addition, client needs have been different than anticipated in the original program budget, with less need for expensive direct medical services and increased need for case management, ancillary medical services and counseling; and

WHEREAS, the operators agree that remaining budget of \$144,789 should be moved from Mendocino Coast Clinics to MCHC.

NOW, THEREFORE, for the aforementioned reasons and other valuable consideration, the receipt and sufficiency of which is acknowledged, City and Subrecipient hereby agree that the Subrecipient Agreement for CDBG Public Service Program Activities between the CITY and SUBRECIPIENT dated March 26, 2012, as amended by the First Amendment to same dated January 29, 2013, is hereby amended as follows:

1. **SECTION I – SCOPE OF SERVICES; SUBSECTION A – PROGRAM DELIVERY:**

The Scope of Services has been amended to add Outreach Events and a Substance Abuse Counselor, as shown on Exhibit A – Amendment 2 attached and made a part of this Agreement.

2. **SECTION I – SCOPE OF SERVICES; SUBSECTION D – STAFFING:**

The Scope of Services has been amended to increase the Outreach Case Manager by 1.0 FTE to a total of up to 2.0 FTE position and add a Substance Abuse Counselor at a level up to 1.0 FTE Position, as shown in Exhibit A – Amendment 2 attached and made a part of this Agreement.

3. **SECTION II – BUDGET:**

The budget allocated to Subrecipient for the Fort Bragg Homeless Mental Health Intervention Program is increased by \$144,789 and limited to \$285,370, as shown on Exhibit A – Amendment 2 attached.

4. Except as expressly amended herein, the Subrecipient Agreement, between the CITY and SUBRECIPIENT dated March 26, 2012, as amended by the First Amendment to same dated January 29, 2013, is hereby reaffirmed.

IN WITNESS WHEREOF, the parties have executed this Amendment the day and year first above written.

CITY OF FORT BRAGG:

By: _____



Linda Ruffing
City Manager

SUPRECIPIENT:



Anna Shaw, Executive Director
Mendocino Coast Hospitality Center

ATTEST:


Cynthia M. VanWormer, MMC, City Clerk

APPROVED AS TO FORM:

see attached
Samantha W. Zutler, City Attorney

4. Except as expressly amended herein, the Subrecipient Agreement, between the CITY and SUBRECIPIENT dated March 26, 2012, as amended by the First Amendment to same dated January 29, 2013, is hereby reaffirmed.

IN WITNESS WHEREOF, the parties have executed this Amendment the day and year first above written.

CITY OF FORT BRAGG:

SUPRECIPIENT:


By: _____
Linda Ruffing
City Manager

Anna Shaw, Executive Director
Mendocino Coast Hospitality Center

ATTEST:

Cynthia M. VanWormer, MMC, City Clerk

APPROVED AS TO FORM:



Samantha W. Zutler, City Attorney

EXHIBIT A - AMENDMENT 2
Homeless Mental Health Intervention Program (HMHIP)
Scope of Work and Budget
As of January 1, 2015

Description	Unit/Quantity	Original Budget (30 months)	Amend 2 Change	Amend 2 Budget Eff. 1/1/2015
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Mendocino Coast Hospitality Center Tasks:

Training: screening tool	Supplies, misc. for "training of trainers"	LS	\$ 250	\$ -	\$ 250
Outreach Case Manager	Direct client engagement, management, contact, liaison	Original budget 1 FTE; Amend. 1: up to 2 FTE	\$ 96,720	\$ 54,163	\$ 150,883
NEW: Outreach events	Homeless Summit(s)	LS		\$ 28,229	\$ 28,229
NEW: Substance Abuse Counselor	Case management team; conducts assessments; treatment plan development; treatment groups	NTE 1.0 FTE	\$ -	\$ 24,000	\$ 24,000
Direct support	Incentives, supplies to increase & insure contact	Monthly	\$ 21,000	\$ 18,700	\$ 39,700
Vehicle expense (IRS rate)	Client transport & outreach	Per mile	\$ 7,215	\$ (5,344)	\$ 1,871
Supplies/phone/misc.	Other direct program costs	LS	\$ 2,500	\$ 1,500	\$ 4,000
Case management/supervision/support	Program supervision & case management participation	Hours/.1 FTE	\$ 12,896	\$ 23,541	\$ 36,437
Sub-total MCHC			\$ 140,581	\$ 144,789	\$ 285,370

Unit/Quantity	Total for Grant Term (30 months)	Change Orig Bud to 1/1/15 Bud	REVISED Budget Eff 1/1/2015
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MCC Tasks:

Patient Advocate	Client linkage to entitlement programs, benefits, and patient services	Hourly Originally .8 FTE now .4 FTE	\$ 84,000	\$ (66,800)	\$ 17,200
Mental Health Counseling	Case management team; conducts assessments; treatment plan development; treatment groups; 1:1 services	Hourly/.5 FTE	\$ 105,300	\$ (57,300)	\$ 48,000
Substance Abuse Counselor	Case management team; conducts assessments; treatment plan development; treatment groups; 1:1 services	Hourly: originally .5 FTE, now .4 FTE	\$ 105,300	\$ (80,300)	\$ 25,000
Psychiatric consultation	Oversight and clinical supervision of mental health counselor; case management resource & referral; and patient care services	Originally 2 hours/month, now 8 hours/month	\$ 5,460	\$ (460)	\$ 5,000
Primary care consultation	Case management referral and resource; patient care services	Amend 2 deletes 1 hour/month	\$ 2,730	\$ (2,730)	\$ -
Psych testing		Per Amend 2: 2 Panels per month	\$ 5,750	\$ 15,850	\$ 21,600
Supplies/phone/misc.		Annual	\$ 2,500	\$ (500)	\$ 2,000
NEW: Direct support	Incentives, supplies to increase & insure contact	LS	\$ -	\$ 1,350	\$ 1,350
NEW: Additional client services	Breathing, nutritional, and TBD client services	8 hours per month	\$ -	\$ 5,600	\$ 5,600
NEW: Program coordinator/Case Manager	Dedicated program coordinator/medical & BH liaison	1.0 FTE	\$ -	\$ 33,280	\$ 33,280
Program supervision	Personnel & other allocated program administrative costs	Up to .25 FTE + allocated costs	\$ 10,879	\$ 7,221	\$ 18,100

Sub-total MCC			\$ 321,919	\$ (144,789)	\$ 177,130
Total			\$ 462,500	\$ -	\$ 462,500