

COUNTY OF MONTEREY

AMENDMENT #2 to AGREEMENT #5010-19-185

Veterans Transition Center of Monterey County

This Amendment #2 is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter, "COUNTY"), and the Veterans Transition Center of Monterey County (hereinafter, "CONTRACTOR").

WHEREAS, COUNTY and CONTRACTOR entered into an Agreement for the renovation of housing units to create re-entry/transitional housing for formerly incarcerated veterans, and the renovation of a common area to be used for administration and residential services for the period of July 1, 2019 to June 30, 2020 with a contract total of \$1,400,000 (hereinafter, "Original Agreement")

WHEREAS, the parties amended the Agreement via Amendment #1 to extend the term to June 30, 2022 with no change to the contract amount.

WHEREAS, the parties currently wish to amend the Agreement via Amendment #2 to extend the term to **June 30th, 2025**, with no change to the contract amount.

AGREEMENT

Now Therefore, the parties agree to amend the Agreement as follows:

This Agreement is hereby amended on the terms and conditions as set forth in the original Agreement and in Amendment #1 incorporated herein by this reference, except as specifically set forth below.

1. **Section 3.0 TERM OF AGREEMENT is amended to read as follows:**
"The term of this Agreement is from June 1, 2019 to **June 30, 2025** unless sooner terminated pursuant to the terms of this Agreement."
2. **Exhibit AAA** reflects the new contract term.
3. **Exhibits CCC and DDD** reflect the new contract term.
4. Except as provided herein, all remaining terms, conditions and provisions of the original Agreement are unchanged and unaffected by this Amendment #2 and shall continue in full force and effect as set forth in the original Agreement and in Amendment #1.
5. A copy of this Amendment #2 shall be attached to the Original Agreement.

IN WITNESS HEREOF, the parties hereby execute this amendment as follows:

COUNTY OF MONTEREY:

CONTRACTOR:

By: DocuSigned by:
Jason Cameron
74BE846C1D9242D...
Jason Cameron
Director, MVAO
Date: 4/20/2022 | 7:57 PM PDT

Veterans Transition Center of Monterey
County
By: DocuSigned by:
[Signature]
92F0B49EFF9B4FB...
(Chair, President, Vice-President)

(Print Name & Title)

Date: 4/14/2022 | 2:06 PM PDT

By: DocuSigned by:
Ralph Sirtak, Board Treasurer
356ADAE1D9804EE...
(Secretary, CFO, Treasurer)

(Print Name & Title)

Date: 4/17/2022 | 9:34 PM PDT

Approved as to Form:

DocuSigned by:
Anne Brenton, County Counsel
07025F3AA36B4A4...
Deputy County Council
Date: 4/18/2022 | 4:10 PM PDT

Approved as to Fiscal Provisions:

DocuSigned by:
Burcu Mousa
811G333563B9474...
Auditor-Controller's Office
Date: 4/20/2022 | 2:49 PM PDT

MONTEREY COUNTY DEPARTMENT OF SOCIAL SERVICES
and
Veterans Transition Center of Monterey County

for

Board of State and Community Corrections Pass Through Project Funding

Jun 1, 2019 – June 30, 2025

Scope of Services/Payment Provisions

A. CONTACTS

Contract Administrators:

<i>COUNTY</i>	<i>CONTRACTOR</i>
Jason Cameron, Veteran Services Officer Monterey County Office of Military & Veterans Affairs 1200 Aguajito Road, Suite 003 Monterey, California 93940 (831) 647-7619	Kurt Schake, Executive Director Veterans Transition Center of Monterey County 220 12 th Street Marina, California 93933 (831) 883-8387

B. PURPOSE

The purpose of this agreement is to provide \$1,400,000 of pass-through funding received by Monterey County (COUNTY) Military and Veterans Affairs Office (MVAO) from the State of California (State) Board of State and Community Corrections (BSCC) to the Veterans Transition Center of Monterey County (CONTRACTOR). The funding shall be used to renovate housing units to create re-entry/transitional housing for twenty (20) formerly incarcerated veterans annually and to renovate a common area to be used for administration and residential services.

The renovation period and funding shall be from June 1st, 2019 until June 30th, 2025 or completion of the project, or when available funding has been expended, whichever occurs first. Upon completion of renovations, a minimum of twenty (20) beds per year will be available to formerly incarcerated veterans to support re-entry/transition to permanent stable housing.

Through a mutually executed written amendment to this Agreement, an extension of the funding beyond **June 30th, 2025** is permitted if unspent funds remain available and at least one project has not been completed by **June 30th, 2025**. The extension will allow for the unspent funds to be used to until project work is completed, or funds are exhausted, whichever occurs first.

Veterans Transition Center
\$1,400,000
June 1, 2019 – June 30, 2025

C. RESPONSIBILITIES

CONTRACTOR shall be responsible for the planning, bidding and awarding of sub-contacts within the guidelines established by the COUNTY, legal oversight and responsibility to comply with all Federal, State, and local laws and regulations, the issuing of payments to sub-contractors, and invoicing the COUNTY monthly for expenditures. Specific additional responsibilities include but are not limited to:

- a. Develop and make available detailed plans for each renovation to include the address of each unit to be renovated (including the common area), the specific renovations to be made at each address (to include interior, exterior, structural, electrical, plumbing, etc.), the anticipated timeline for each unit renovation (from day of first work to last day of work), and the anticipated expense for each unit to be renovated. Plans shall adhere to all Federal, State, and local laws and regulations.
- b. Report major modifications to the detailed plans to the COUNTY in writing within five (5) days of identifying the need to modify the plans. Allow the COUNTY thirty (30) days to review the modifications. Major modifications are defined as any renovation work item that impacts an individual budget line-item 10% or greater, changes the anticipated timeline by two (2) weeks or longer, or impacts the number of units upon completion. COUNTY approval is required for any major modification that requires an individual line-item budget change of ten percent (10%) or greater or reduces the number of units available upon completion.
- c. Ensure that the funding is used to renovate a minimum of two (2) duplex housing units and one (1) common area to be used as an admin and resident support facility.
 - i. The two duplex housing units to be renovated are identified as units 216-218 and 220-222 Hayes Circle, Marina, CA 93933.
 - ii. The common area to be renovated is identified as Martinez Hall located at 220 12th Street, Marina, CA 93933.
- d. Ensure renovations result in the creation of re-entry housing units to provide transitional housing for a minimum of twenty (20) formerly incarcerated veterans per year.
- e. Ensure that the renovation project begins no later than June 1st, 2019.
- f. Ensure that the renovation project is completed by **June 30th, 2025** or when all available funding has been spent, whichever occurs sooner.
- g. Ensure that each renovation project remains within the available funding as identified in the Budget (EXHIBIT CC).
- h. Receive, retain, and report on the spending of \$150,000.00 of advanced project funding to be issued to CONTRACTOR at the beginning of the agreement to support payment of immediate expenses directly related to the renovation project as identified in the Budget (**EXHIBIT CCC**). A formal monthly print of the account balance on this advanced funding line item shall be provided by CONTRACTOR to the COUNTY with regular monthly invoicing. The account

Veterans Transition Center
\$1,400,000
June 1, 2019 – June 30, 2025

balance will include actual project receipts indicating "PAID" in the amount identified as expensed from this account.

D. PAYMENT PROVISIONS:

1. COUNTY shall apply advance payments to submitted Invoices from CONTRACTOR according to the terms set forth in this agreement.
 - a. CONTRACTOR shall submit an invoice (**EXHIBIT DDD**) to County's Contract Administrator no later than the tenth (10th) day following the end of the month during which costs were incurred, using the Monthly Invoice (**EXHIBIT DDD**).
 - b. Invoices shall contain the original signature of the person authorized to submit claims for payment, and any required documentation, as noted on the applicable invoice form, shall be submitted with the invoice.
2. The initial advance payment of one hundred fifty thousand dollars (\$150,000) from County to CONTRACTOR shall be paid in full toward project costs prior and invoiced to the County prior to the completion of this Agreement.
3. Direct project costs incurred during any period of this Agreement may be invoiced to the County provided billing statements clearly identify the relationship of the expense to a specific line item in the Budget (**EXHIBIT CCC**).

The maximum amount to be paid by COUNTY to CONTRACTOR under this Agreement is one million four hundred thousand dollars (\$1,400,000), between June 1st, 2019 and **June 30th, 2025**.

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Veterans Transition Center
\$1,400,000
June 1, 2019 – June 30, 2025

Veterans Transition Center of Monterey County
BSCC Renovation Project

BUDGET

Category	June 1, 2019 - June 30, 2025
Unit 216-218	\$ 500,000
Unit 220-222	\$ 500,000
Common Area (Martinez Hall)	\$ 400,000
TOTAL	\$ 1,400,000

An advance is issued from County to CONTRACTOR upon execution of this Agreement in the amount of one hundred fifty thousand dollars (\$150,000).

The maximum amount payable by County to CONTRACTOR during the term of this Agreement shall not exceed one million four hundred thousand dollars (\$1,400,000.00).

Monterey County Department of Social Services

Exhibit DDD

Veterans Transition Center of Monterey County
BSCC Renovation Project

INVOICE - June 1, 2019 - June 30, 2025

Name of Agency: Veterans Transition Center of Monterey County

Report Month/Y 3/1/2022

Invoice Number 7

Category	Total Budget	Monthly Expense	YTD Expense	Balance
Unit 216-218	\$ 500,000	\$ -	\$ -	\$ 500,000
Unit 220-222	\$ 500,000	\$ -	\$ 442,711	\$ 57,289
Common Area (Martinez Hall)	\$ 400,000	\$ -	\$ -	\$ 400,000
TOTAL	\$ 1,400,000	\$ -	\$ 442,711	\$ 957,289

Net Contract Total Advance Amount	Current Advance Payment Amount	Monthly Expense	Balance of Advances
	\$ -	\$ -	\$ 150,000.00

I hereby certify that this report is correct and complete to the best of my knowledge.

Person completing form: _____

Phone Number: _____

Authorized Signature: _____ Date: _____

_____ Date: _____

Monterey County Military & Veterans Affairs Office
 Authorized Signatures

Remit To:
 Veterans Transition Center of California
 Attn: Kurt Schake
 220 12th St
 Marina, CA 93933