

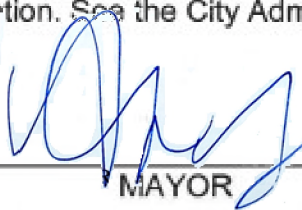
0150-10671-0003

TRANSMITTAL

TO The City Council	DATE 8/3/18	COUNCIL FILE NO.
FROM The Mayor	COUNCIL DISTRICT	

**Proposed Amendments to Increase Funding for the Evidence-Based Programs Contracts
for the Program Period April 1, 2018 through March 31, 2019**

Transmitted for your consideration. See the City Administrative Officer report attached.



(Ana Guerrero) for
MAYOR

RHL:AC:08190005c

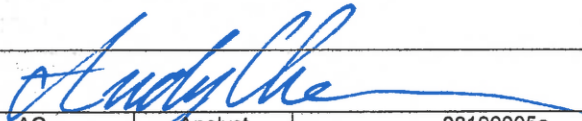

Report From
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Analysis of Proposed Contract
(\$25,000 or Greater and Longer than Three Months)

To: The Mayor	Date: 08-03-18	C.D. No. [Click here]	CAO File No.: 0150-10671-0003				
Contracting Department/Bureau: Department of Aging		Contact: Jennifer Ware					
Reference: Transmittal from the Department of Aging dated June 18, 2018, referred by Mayor for a report on July 5, 2017							
Purpose of Contract: To add funding to contracts to provide evidence-based programs to seniors.							
Type of Contract: () New contract (X) Amendment, Contract No. [Various]		Contract Term Dates: April 1, 2018 to March 31, 2019 with one one-year option to renew					
Contract/Amendment Amount: \$847,998							
Proposed amount \$ 847,998 + Prior award(s) \$ 303,447 = Total \$ 1,151,445							
Source of funds: Community Development Block Grant, General Fund							
Name of Contractor: Various							
Address: Various							
	Yes	No	N/A	Contractor has complied with:	Yes	No	N/A
1. Council has approved the purpose	X			8. Business Inclusion Program		X	
2. Appropriated funds are available	X			9. Equal Benefits & First Source Hiring Ordinances	X		
3. Charter Section 1022 findings completed	X			10. Contractor Responsibility Ordinance	X		
4. Proposals have been requested	X			11. Slavery & Border Wall Disclosure Ordinances	X		
5. Risk Management review completed	X			12. Bidder Certification CEC Form 50	X		
6. Standard Provisions for City Contracts included	X			13. Prohibited Contributors (Bidders) CEC Form 55	X		
7. Workforce that resides in the City: %				14. California Iran Contracting Act of 2010			X

RECOMMENDATION

That the Council, subject to approval of the Mayor:

1. Authorize the General Manager of the Los Angeles Department of Aging, or designee, to execute the proposed contract amendments with the Evidence Based Program service providers, included as Attachment 1, and to allocate the additional funds as described in Attachment 2;
2. Authorize the General Manager of the Los Angeles Department of Aging, or designee, to prepare Controller's Instructions for any technical adjustments that are consistent with Mayor and Council actions, subject to the approval of the City Administrative Officer, and authorize the City Controller to implement these instructions;
3. Authorize the Controller to expend funds upon proper demand of the General Manager of the Los Angeles Department of Aging, or designee.

	
AC Analyst 08190005c	City Administrative Officer

SUMMARY

In accordance with Executive Directive No. 3, the Department of Aging (Department) requests authority to execute amendments to increase funding to their service providers for the delivery of Evidence-Based Programs (EBP), with no extension of the term. The proposed amendments are included with this report as Attachment 1. The combined funding for the proposed amendments is \$847,998.

The purpose of the EBP is to provide older adults with programs that enhance wellness skills in a variety of areas, including self-management, healthier living, physical activity, and memory enhancement. The Council approved the Department's request to release a Request for Proposals (RFP) for the selection of Contractors to provide EBP services in November 2015 (C.F. 11-1896). The Council approved the Department's request to execute contracts with the successful bidders in June 2016, subject to the verification of all contract compliance documents (C.F. 11-1896). The current contract period is from April 1, 2018 through March 31, 2019, and is the second of three one-year periods for which the Department is authorized to extend the EBP contracts. Section 903 of the contracts for this contract period contains a ratification clause that ratifies and accepts services provided prior to the execution of the contracts.

Funding in the amount of \$303,447 for the original agreements was provided by the Community Development Block Grant, 44th Program Year, as part of the Aging Services Delivery System (C.F. 18-0106). To prevent a reduction in EBP services, additional funding of \$847,998 was provided by the City Council from the General Fund in the 2018-19 Adopted Budget (C.F. 18-0600). The Department requests authority to allocate the additional funds as described in Attachment 2.

In accordance with Charter Section 1022, the Personnel Department determined that City classifications cannot perform the work required for EBP services. To the best of our knowledge, the Contractors have complied with the City's contracting requirements, policies and procedures. The proposed agreement is subject to review by the City Attorney as to form.

Council approval of the proposed amendments is required because Council approved the original agreements.

FISCAL IMPACT STATEMENT

Funds for the proposed amendments are available in Fund 100, Department 2, Account 003040, as provided in the 2018-19 Adopted Budget. There is no additional impact on the General Fund. Approval of this agreement is in compliance with the City's Financial Policies as one-time funding is being used for one-time expenditures.

RHL:AC:08190005c

Attachments

Attachment 1

FIRST AMENDMENT
TO AGREEMENT NUMBER OF CITY OF LOS ANGELES CONTRACTS
BETWEEN
THE CITY OF LOS ANGELES
AND
RELATING TO
THE EVIDENCE BASED PROGRAM

THIS FIRST AMENDMENT to Agreement Number of City of Los Angeles Contracts is made and entered into by and between the City of Los Angeles ("City") and , a California nonprofit corporation.

RECITALS

WHEREAS, the City and Contractor have entered into an Agreement wherein Contractor shall provide certain services. Said Agreement was effective April 1, 2018, which together with all amendment(s) thereto shall hereinafter be referred to as the Agreement; and

WHEREAS, Section 6 of the Standard Provisions for City Contracts provides for amendments; and

WHEREAS, the Agreement contemplates that modifications and closeout activities may be required after the time set forth in Section §201 of the Agreement; and

WHEREAS, the City and Contractor are desirous of amending the Agreement as authorized by the Los Angeles City Council and Mayor (refer to Council File Number dated) which authorizes the General Manager of the Los Angeles Department of Aging (LADOA), to prepare and execute an amendment to the Agreement for the purpose of:

- (a) Increasing the units of service to be provided by the Agreement by amending Section 202 Scope of Work and Contractor Responsibility subsections D and F;
- (b) Amending §301 A. by adding additional funds in the amount of Fifty-Six Thousand Two Hundred Fifty Dollars (\$56,250) for a new contract total of Seventy-Five Thousand Dollars (\$75,000);
- (c) Replacing Exhibit 1 Budget Documents with Exhibit 1 Budget Documents to include the CDBG Funded budget and the City General Fund Budget;
- (d) Replacing Standard Provisions for City Contracts (Rev 10-17)[V.2] with the Standard Provisions for City Contracts (Rev 10-17) [V.3];
- (e) Amending Section 501 A 2, by deleting Track4LA and replacing it with KwikComply, and deleting <http://track4la.lacity.org> and replacing it with <https://kwikcomply.org/>.
- (f) Replacing Exhibit B – Insurance Contractual Requirements with Exhibit B – Insurance Contractual Requirements (Rev. 10/17 [v.3]);
- (g) Making such changes as are required in connection with the foregoing, all as detailed elsewhere in this Agreement.

WHEREAS, this Agreement is necessary and proper to continue and/or complete certain activities authorized by this Agreement.

NOW, THEREFORE, the City and the Contractor agree that the Agreement be amended effective July 1, 2018 as follows:

AMENDMENT

1. **§202, SCOPE OF WORK AND CONTRACTOR RESPONSIBILITY** subsections D and F, shall be amended to read:

§202 SCOPE OF WORK AND CONTRACTOR RESPONSIBILITY

D. Unduplicated Clients

1. The Contractor shall provide services in accordance with the following goals for unduplicated clients and program outcomes. These goals may be further detailed in subsections dealing with specific services provided by the Contractor.
 - a. 12 months unduplicated clients for the period of April 1, 2018 through March 31, 2019.
 - b. Minimum number of unduplicated clients shall be

F. Program Activities

The Contractor shall provide programming activities that reflect evidence based health promotion programs and risk reduction interventions in the areas of physical activity, depression, diabetes self-management, and nutrition. The Contractor shall offer no less than three (3) types of evidence based model programs annually; each program shall be offered no less than four (4) times per program year; and providers shall offer the following evidence based modules as follows:

1. Healthier Living/Chronic Disease Self-Management (CDSMP) module or Tomando Control de su Salud (Healthier Living, Spanish version)
2. Caregiver support or memory enhancement modules such as Savvy Caregiver (support for caregivers of people with dementia), Powerful Tools for Caregivers (focuses on the needs of the Caregiver), and/or UCLA Memory Training, HomeMeds (addresses medication safety among older adults by connecting homecare and other community-based services to health providers)
3. Physical Activity modules such as A Matter of Balance (fall prevention), Aquatic Exercise Association Program (physical activity for those with Arthritis), Arthritis Foundation Walk with Ease Program (walking exercise program), Active Start (physical activity class and support group), and/or Healthy Moves (in-home physical activity for frail senior)

The Contractor shall add Evidence Based Health Promotion options, if required by the LADOA, to the list of approved programs during the contract year.

Providers must have no less than 224 completers of the total classes provided for the program year for the Eastside ASA. A "completer" is defined as one that has completed a minimum of 75% of the number of sessions provided for each class, and who is:

- 62 years of age and older, OR
- An informal caregiver who is 18 years of age and older, OR
- A grandparent or older individual 55 years of age and older that is a relative caregiver for a child by blood, marriage or adoption.

2. **Section §301 Paragraph A, Number 1, shall be amended to read:**

A. **Compensation**

1. The City shall pay Contractor an amount not to exceed Seventy Five Thousand Dollars (\$75,000), for the complete and satisfactory performance of the Scope of Work. These funds shall be allocated from the CDBG Public Service funds and city general funds and shall be expended in accordance with the approved Budget. Contractor's right to receive compensation is conditioned upon approval of the Budget by the City, compliance with the City's indemnification and insurance requirements, satisfactory performance of the Scope of Work, and compliance with the terms and conditions contained herein.

FUNDING	April 1, 2018 Through March 31, 2019
CDBG – Public Service Funds (PY 2018-2019)	\$18,750
	July 1, 2018- March 31, 2019
City General Funds (FY 2018-2019)	\$56,250
TOTAL FUNDS	\$75,000

3. **Replace Exhibit 1 Budget Documents with Exhibit 1 budget documents;**

4. **Replacing Attachment A, Standard Provisions for City Contracts (Rev 10-17)[V.2] with the new Attachment A, Standard Provisions for City Contracts (Rev 10-17) [V.3], which includes Exhibit B Insurance Contractual Requirements (Rev. 10/17[v.3])**

5. **Section 501 A 2 shall be amended to read:**

2. The standard City insurance conditions are incorporated into the sample standard subcontract provisions. The specific insurance coverages and limits shall be described by contractor in any RFP for subcontractor services. These coverages and limits should be tailored to the individual subcontract. For City contracts, Required Insurance and Minimum Limits are set by the City Risk Management staff in the Office of the City Administrative Officer on the Form Gen. 146. Electronic submission is the preferred method of submitting your evidence of insurance documents. **KwikComply™** is the City's online insurance compliance system and is designed to make the experience of submitting and retrieving insurance information quick and easy. The system is designed to be used primarily by insurance brokers and agents as they submit client insurance certificates directly to the City. It uses the standard insurance industry form known as the ACORD 25 Certificate of Liability Insurance in electronic format. The easiest and quickest way to obtain approval of your insurance is to have your insurance broker or agent access **KwikComply™** at <https://kwikcomply.org> and follow the instructions to register and submit the appropriate proof of insurance on your behalf. Additional instructions and information on complying with City insurance requirements can be found at http://cao.lacity.org/risk/Submitting_proof_of_Insurance.pdf

5. **Except as herein amended, all terms and conditions of the Agreement shall remain in full force and effect**

6. This agreement is executed in three duplicate originals, each of which is deemed to be an original. The agreement includes pages and revised budget documents (Exhibit 1), which constitutes the entire understanding and agreement of the parties.

10. SIGNATURE PAGE

IN WITNESS THEREOF, the City of Los Angeles and the Contractor have caused this Agreement to be executed by their duly appointed representatives.

APPROVED AS TO FORM AND LEGALITY:

MICHAEL N. FEUER, City Attorney

By: _____

Executed this ____ day of _____, 2018

Date _____

For: THE CITY OF LOS ANGELES

ATTEST:

LAURA TREJO
General Manager
Los Angeles Department of Aging

HOLLY L. WOLCOTT, City Clerk

By: _____
Deputy City Clerk

By: _____

Date: _____

Executed this ____ day of _____ 2018

(Contractor Corporate Seal)

For:

By: _____
Name:
Title:

ATTEST:

By: _____
Name:
Title:

D-U-N-S® Number
City Business License Number:
Internal Revenue Service Number:
Council File Number: ; Date of Approval:
Agreement Number of City Contracts, Amendment Number 1

PY2018-19 EVIDENCE BASED PROGRAM FUNDING

CONTRACT NUMBER	CONTRACTOR	ASA	CDBG - Public Service PY18-19 EBP	General Fund FY18-19	Total Funding
C-131219	Watts Labor Community Action Committee*	Central	\$18,750	\$56,250	\$75,000
C-131219	Watts Labor Community Action Committee*	South Los Angeles	\$18,750	\$56,250	\$75,000
C-131260	San Fernando Valley Interfaith Council**	Mid Valley	\$18,750	\$56,250	\$75,000
C-131260	San Fernando Valley Interfaith Council**	Northeast Valley	\$18,750	\$56,250	\$75,000
C-131260	San Fernando Valley Interfaith Council**	Northwest Valley	\$18,750	\$56,250	\$75,000
C-131260	San Fernando Valley Interfaith Council**	Southeast Valley	\$18,750	\$56,250	\$75,000
C-131271	Mexican American Opportunity Foundation	Eastside	\$18,750	\$56,250	\$75,000
C-131272	ONEgeneration	Southwest Valley	\$18,750	\$56,250	\$75,000
C-131305	Wilmington Jaycees Foundation	Harbor	\$18,750	\$56,250	\$75,000
C-131324	Wise and Healthy Aging	Westside	\$18,750	\$56,250	\$75,000
C-131325	Partners In Care Foundation***	Citywide	\$22,197	\$4,248	\$26,445
C-131325	Partners In Care Foundation***	Southwestern	\$18,750	\$56,250	\$75,000
C-131325	Partners In Care Foundation***	West Adams	\$18,750	\$56,250	\$75,000
C-131371	Saint Barnabas Senior Services****	City	\$18,750	\$56,250	\$75,000
C-131371	Saint Barnabas Senior Services****	Northside	\$18,750	\$56,250	\$75,000
C-131382	Jewish Family Services	West Wilshire	\$18,750	\$56,250	\$75,000
		Total Funding:	\$303,447	\$847,998	\$1,151,445

Contract Funding:

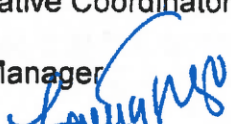
- C-131219 *Watts Labor Community Action Committee - \$150,000
- C-131260 **San Fernando Valley Interfaith Council - \$300,000
- C-131325 ***Partners In Care Foundation - \$176,445
- C-131371 ****Saint Barnabas Senior Services - \$150,000

CITY OF LOS ANGELES
INTER-DEPARTMENTAL CORRESPONDENCE

Date: June 18, 2018

To: Honorable Eric Garcetti, Mayor
City of Los Angeles

Attention: Mandy Morales, Legislative Coordinator

From: Laura Trejo, General Manager
Department of Aging 

REQUEST APPROVAL TO AMEND THE 2018-2019 CONTRACTS OF EVIDENCE BASED PROGRAM SERVICE PROVIDERS FOR THE PURPOSE OF INCREASING FUNDING LEVELS FOR THE PROGRAM PERIOD APRIL 1, 2018 THROUGH MARCH 31, 2019

CONSIDERATION

Per Mayor's Executive Directive 3, the Los Angeles Department of Aging (LADOA) requests Mayor and the City Council's approval to amend the 2018-2019 contracts of Evidence Based Program (EBP) service providers for the purpose of increasing the funding allocation for the delivery of EBP services by \$56,250 from \$18,750 to \$75,000 (Attachment 1). The delivery of Citywide EBP services increases by \$4,248 from \$22,197 to \$26,445. The total increase of contract funding for the EBP programs is \$847,998 from \$303,447 to \$1,151,445.

RECOMMENDATIONS

The City Council, subject to the approval of the Mayor:

1. AUTHORIZE the General Manager of the LADOA, or designee, to execute contract amendments with Evidence Based Program service providers and allocate the additional funds (Amendment 1); and
2. AUTHORIZE the General Manager of the LADOA, or designee, to make any technical instructions, subject to the approval of the City Administrative Officer.
3. Authorize the Controller to disburse funds to the contractors upon submission of proper demand from the General Manager of the Los Angeles Department of Aging or designee.

SUMMARY

In June 2016, approval was granted to the LADOA to contract with service providers for the delivery of EBP services throughout the 15 Aging Service Areas (ASAs) within the City of Los Angeles (CF 11-1896). Service providers were selected through a Request for Proposal process. The LADOA was approved to contract with the successful service

providers for the period beginning April 1, 2016 through March 31, 2017 with an option to extend the contract for up to three additional years in one year increments, at the discretion of the LADOA General Manager, and subject to the review and approval of the City Attorney. The current contract period, beginning on April 1, 2018 through March 31, 2019, is the third year of the three year option.

Funding for the EBP is in the amount of \$75,000 per ASA. The source of the funding is Community Development Block Grant (CDBG) – Public Service funding and General Fund (GF) dollars.

The 44th Year of the Consolidated Plan (CF 18-0106) was approved allocating \$303,447 for the delivery of EBP services for a total of \$18,750 per ASA (an additional \$22,197) was awarded to Partners In Care Foundation for the provision of technical assistance city wide). This funding allocation is for the program period April 1, 2018 through March 31, 2019. However, no GCP funding was allocated in the 44th Year of the Consolidated Plan for this program period.

The 2018-2019 City Budget (CF 18-0600) includes GF funding in the amount of \$847,998 which restores the EBP allocation of \$75,000 in each of the ASAs and the \$26,445 for the delivery of citywide EBP services.

The LADOA seeks approval to amend the contracts of each EBP provider which will increase the contract amounts by \$56,250 from \$18,750 to \$75,000. Funding for the delivery of EBP services, citywide, will increase by \$4,248 from \$22,197 to \$26,445. Total contract funding for the EB program will increase by \$847,998 from \$303,447 to \$1,151,445. General Fund dollars in the amount of \$847,998 for the Evidence Based Programs were approved and allocated to the LADOA with the adoption of the 2018-2019 City Budget.

FISCAL IMPACT STATEMENT

The LADOA reports that its proposed actions will require the allocation of \$847,998 of General Fund dollars which was included in the 2018-2019 City of Los Angeles City Budget approved by the City Council and Mayor (CF 18-0600) dated May 21, 2018.

A copy of this transmittal is being forwarded to the City Attorney and president of the LADOA's Council on Aging for concurrent review and approval.

LT:JD:JW:jcn/ED3 Amend 18-19 EBP 061818

Attachment

cc: City Attorney
City Administrative Officer
President, Council on Aging

FIRST AMENDMENT
TO AGREEMENT NUMBER OF CITY OF LOS ANGELES CONTRACTS
BETWEEN
THE CITY OF LOS ANGELES
AND
RELATING TO
THE EVIDENCE BASED PROGRAM

THIS FIRST AMENDMENT to Agreement Number of City of Los Angeles Contracts is made and entered into by and between the City of Los Angeles ("City") and , a California nonprofit corporation.

RECITALS

WHEREAS, the City and Contractor have entered into an Agreement wherein Contractor shall provide certain services. Said Agreement was effective April 1, 2018, which together with all amendment(s) thereto shall hereinafter be referred to as the Agreement; and

WHEREAS, Section 6 of the Standard Provisions for City Contracts provides for amendments; and

WHEREAS, the Agreement contemplates that modifications and closeout activities may be required after the time set forth in Section §201 of the Agreement; and

WHEREAS, the City and Contractor are desirous of amending the Agreement as authorized by the Los Angeles City Council and Mayor (refer to Council File Number dated) which authorizes the General Manager of the Los Angeles Department of Aging (LADOA), to prepare and execute an amendment to the Agreement for the purpose of:

- (a) Increasing the units of service to be provided by the Agreement by amending Section 202 Scope of Work and Contractor Responsibility subsections D and F;
- (b) Amending §301 A. by adding additional funds in the amount of Fifty-Six Thousand Two Hundred Fifty Dollars (\$56,250) for a new contract total of Seventy-Five Thousand Dollars (\$75,000);
- (c) Replacing Exhibit 1 Budget Documents with Exhibit 1 Budget Documents to include the CDBG Funded budget and the City General Fund Budget;
- (d) Replacing Standard Provisions for City Contracts (Rev 10-17)[V.2] with the Standard Provisions for City Contracts (Rev 10-17) [V.3];
- (e) Amending Section 501 A 2, by deleting Track4LA and replacing it with KwikComply, and deleting <http://track4la.lacity.org> and replacing it with <https://kwikcomply.org/>.
- (f) Replacing Exhibit B – Insurance Contractual Requirements with Exhibit B – Insurance Contractual Requirements (Rev. 10/17 [v.3]);
- (g) Making such changes as are required in connection with the foregoing, all as detailed elsewhere in this Agreement.

WHEREAS, this Agreement is necessary and proper to continue and/or complete certain activities authorized by this Agreement.

NOW, THEREFORE, the City and the Contractor agree that the Agreement be amended effective July 1, 2018 as follows:

AMENDMENT

1. **§202, SCOPE OF WORK AND CONTRACTOR RESPONSIBILITY** subsections D and F, shall be amended to read:

§202 SCOPE OF WORK AND CONTRACTOR RESPONSIBILITY

D. Unduplicated Clients

1. The Contractor shall provide services in accordance with the following goals for unduplicated clients and program outcomes. These goals may be further detailed in subsections dealing with specific services provided by the Contractor.
 - a. 12 months unduplicated clients for the period of April 1, 2018 through March 31, 2019.
 - b. Minimum number of unduplicated clients shall be

F. Program Activities

The Contractor shall provide programming activities that reflect evidence based health promotion programs and risk reduction interventions in the areas of physical activity, depression, diabetes self-management, and nutrition. The Contractor shall offer no less than three (3) types of evidence based model programs annually; each program shall be offered no less than four (4) times per program year; and providers shall offer the following evidence based modules as follows:

1. Healthier Living/Chronic Disease Self-Management (CDSMP) module or Tomando Control de su Salud (Healthier Living, Spanish version)
2. Caregiver support or memory enhancement modules such as Savvy Caregiver (support for caregivers of people with dementia), Powerful Tools for Caregivers (focuses on the needs of the Caregiver), and/or UCLA Memory Training, HomeMeds (addresses medication safety among older adults by connecting homecare and other community-based services to health providers)
3. Physical Activity modules such as A Matter-of Balance (fall prevention), Aquatic Exercise Association Program (physical activity for those with Arthritis), Arthritis Foundation Walk with Ease Program (walking exercise program), Active Start (physical activity class and support group), and/or Healthy Moves (in-home physical activity for frail senior)

The Contractor shall add Evidence Based Health Promotion options, if required by the LADOA, to the list of approved programs during the contract year.

Providers must have no less than 224 completers of the total classes provided for the program year for the Eastside ASA. A "completer" is defined as one that has completed a minimum of 75% of the number of sessions provided for each class, and who is:

- 62 years of age and older, OR
- An informal caregiver who is 18 years of age and older, OR
- A grandparent or older individual 55 years of age and older that is a relative caregiver for a child by blood, marriage or adoption.

2. **Section §301 Paragraph A, Number 1, shall be amended to read:**

A. **Compensation**

1. The City shall pay Contractor an amount not to exceed Seventy Five Thousand Dollars (\$75,000), for the complete and satisfactory performance of the Scope of Work. These funds shall be allocated from the CDBG Public Service funds and city general funds and shall be expended in accordance with the approved Budget. Contractor's right to receive compensation is conditioned upon approval of the Budget by the City, compliance with the City's indemnification and insurance requirements, satisfactory performance of the Scope of Work, and compliance with the terms and conditions contained herein.

FUNDING	April 1, 2018 Through March 31, 2019
CDBG – Public Service Funds (PY 2018-2019)	\$18,750
	July 1, 2018- March 31, 2019
City General Funds (FY 2018-2019)	\$56,250
TOTAL FUNDS	\$75,000

3. **Replace Exhibit 1 Budget Documents with Exhibit 1 budget documents;**

4. **Replacing Attachment A, Standard Provisions for City Contracts (Rev 10-17)[V.2] with the new Attachment A, Standard Provisions for City Contracts (Rev 10-17) [V.3], which includes Exhibit B Insurance Contractual Requirements (Rev. 10/17[v.3])**

5. **Section 501 A 2 shall be amended to read:**

2. The standard City insurance conditions are incorporated into the sample standard subcontract provisions. The specific insurance coverages and limits shall be described by contractor in any RFP for subcontractor services. These coverages and limits should be tailored to the individual subcontract. For City contracts, Required Insurance and Minimum Limits are set by the City Risk Management staff in the Office of the City Administrative Officer on the Form Gen. 146. Electronic submission is the preferred method of submitting your evidence of insurance documents. **KwikComply™** is the City's online insurance compliance system and is designed to make the experience of submitting and retrieving insurance information quick and easy. The system is designed to be used primarily by insurance brokers and agents as they submit client insurance certificates directly to the City. It uses the standard insurance industry form known as the ACORD 25 Certificate of Liability Insurance in electronic format. The easiest and quickest way to obtain approval of your insurance is to have your insurance broker or agent access **KwikComply™** at <https://kwikcomply.org> and follow the instructions to register and submit the appropriate proof of insurance on your behalf. Additional instructions and information on complying with City insurance requirements can be found at http://cao.lacity.org/risk/Submitting_proof_of_Insurance.pdf

5. **Except as herein amended, all terms and conditions of the Agreement shall remain in full force and effect**

6. This agreement is executed in three duplicate originals, each of which is deemed to be an original. The agreement includes _____ pages and revised budget documents (Exhibit 1), which constitutes the entire understanding and agreement of the parties.

10. SIGNATURE PAGE

IN WITNESS THEREOF, the City of Los Angeles and the Contractor have caused this Agreement to be executed by their duly appointed representatives.

APPROVED AS TO FORM AND LEGALITY:

MICHAEL N. FEUER, City Attorney

By: _____

Executed this ____ day of _____, 2018

Date _____

For: THE CITY OF LOS ANGELES

ATTEST:

LAURA TREJO
General Manager
Los Angeles Department of Aging

HOLLY L. WOLCOTT, City Clerk

By: _____
Deputy City Clerk

By: _____

Date: _____

Executed this ____ day of _____ 2018

(Contractor Corporate Seal)

For:

By: _____
Name:
Title:

ATTEST:

By: _____
Name:
Title:

D-U-N-S® Number
City Business License Number:
Internal Revenue Service Number:
Council File Number: ; Date of Approval:
Agreement Number of City Contracts, Amendment Number 1

City of Los Angeles Department of Aging

ATTACHMENT 1

Contractor	Aging Service Area (ASA)	CDBG - Public Service PY 18-19 - EBP	General Fund FY 18-19	Total Funding
Evidence Based Program (EBP)				
ONEgeneration	3	\$ 18,750	\$ 56,250	\$ 75,000
Partners In Care Foundation (2 ASAs)	11,12	\$ 59,697	\$ 116,748	\$ 176,445
San Fernando Valley Interfaith Council (4 ASAs)	1,2,4,5	\$ 75,000	\$ 225,000	\$ 300,000
St. Barnabas Senior Center of Los Angeles (2ASAs)	8,10	\$ 37,500	\$ 112,500	\$ 150,000
Watts Labor Community Action Committee (2 ASAs)	13,14	\$ 37,500	\$ 112,500	\$ 150,000
Wilmington Jaycees Foundation	15	\$ 18,750	\$ 56,250	\$ 75,000
Mexican American Opportunity Foundation	9	\$ 18,750	\$ 56,250	\$ 75,000
Jewish Family Services of Los Angeles	7	\$ 18,750	\$ 56,250	\$ 75,000
WISE & Healthy Aging	6	\$ 18,750	\$ 56,250	\$ 75,000
EBP Subtotal		\$ 303,447	\$ 847,998	\$ 1,151,445