

CONTRACT SUMMARY SHEET

TO: THE OFFICE OF THE CITY CLERK,
COUNCIL/PUBLIC SERVICES DIVISION
ROOM 395, CITY HALL

DATE: 7/18/2023

(PLEASE DO NOT STAPLE THE CONTRACT FOR THE CLERK'S FILE)

FORM MUST BE TYPEWRITTEN

FROM (DEPARTMENT): Office of the City Administrative Officer

CONTACT PERSON: Bindu Kannan PHONE: (213) 574-4392

CONTRACT NO.: C-143196-1 COUNCIL FILE NO.: 20-0841-S34

ADOPTED BY COUNCIL: June 12, 2023
DATE

APPROVED BY BPW: _____
DATE

NEW CONTRACT _____
AMENDED AND RESTATED _____
ADDENDUM NO. _____
SUPPLEMENTAL NO. _____
CHANGE ORDER NO. _____
AMENDMENT ¹ _____

CONTRACTOR NAME: Community Partners

TERM OF CONTRACT: April 28, 2023 THROUGH: May 31, 2024

TOTAL AMOUNT: \$894,985

PURPOSE OF CONTRACT:

To provide Safe Parking services to people experiencing homelessness and living in their vehicles. This amendment adds \$585,600 for a new contract total of \$894,985 and a new contract end date of May 31, 2024.

FIRST AMENDMENT
TO AGREEMENT NUMBER C-135787 OF CITY OF LOS ANGELES CONTRACT
BETWEEN

THE CITY OF LOS ANGELES

AND

COMMUNITY PARTNERS

FOR

SAFE PARKING SERVICES

THIS FIRST AMENDMENT to Agreement Number C-143196 (“Agreement”) of City of Los Angeles Contract (“First Amendment”) is made and entered into by and between the City of Los Angeles, hereinafter referred to as the “City,” and Community Partners, a California non-profit corporation, hereinafter referred to as the “Contractor.”

“WITNESSETH

WHEREAS, in April 2023, City and Contractor entered into Agreement Number C-143196 (“Original Agreement”) for the provision of certain safe parking services, as described more fully therein; and

WHEREAS, the City has been using Contractor’s services; and

WHEREAS, City has a continuing need to use Contractor’s services in response to the Mayor’s Declaration of Local Emergency regarding people experiencing homelessness; and

WHEREAS, the City and the Contractor wish to amend the Original Agreement to (a) increase the total contract ceiling by \$585,600, for a new total not to exceed amount of \$894,985, (b) extend the contract by 11 months, for a new termination date of May 31, 2024, (c) make certain changes to Exhibit C – Fee Schedule, and (d) make certain other changes deemed necessary by the parties.

WHEREAS, such amendments were authorized by the City Council and the Mayor in Council File Number 20-0841-S34 (approved by City Council on May 30, 2023 and concurred by the Mayor on June 23, 2023, respectively)

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

NOW, THEREFORE, the City and the Contractor agree that the Agreement be amended as follows:

§1. Section 1.0, “Term of the Agreement”, is deleted in its entirety and replaced by the following:

“The term of this Contract shall commence upon execution of the Agreement. This Agreement will terminate on May 31, 2024.”

§2. The first sentence of Section 5.1, “Amount of Payment,” is deleted in its entirety and replaced by the following:

“Contractor will be paid by the City for allowable costs incurred in engaging in the activities set forth in this agreement in a total not to exceed \$894,985 in accordance with Exhibit C, Fee Schedule, which is attached hereto and incorporated herein by reference.”

§3. Exhibit C, “Fee Schedule”, is deleted in its entirety and replaced by the following:

Personnel	
Staff Salaries	\$227,199
Benefits -28.21%	\$64,093
Personnel Total	\$291,292
Operations	
Security	\$296,456
Clinical Supervision	\$4,200
Catering & Other Meeting Expenses	\$3,600
Office Supplies	\$5,000
Program Supplies	\$2,379
Uniforms	\$4,130
Program - Client Financial Assistance	\$125,000
Cell Phones & Mobile Devices (Technology Stipend)	\$6,300
Utilities	\$3,120
Staff & Volunteer Training	\$15,000
Travel - Local	\$2,400
Equip Purchase	\$10,000
Equipment Rental/Lease (Sanitation)	\$18,587
Fencing	\$8,017
Waste Management Services	\$11,625
Operations Total	\$515,815
Indirect Costs	
10% TOTAL Administrative Cost	\$87,878
Indirect Costs	\$87,878
CONTRACT TOTAL	\$894,985.00

- §4. Except as herein amended, all terms and conditions of the Agreement shall remain in full force and effect.
- §5. In the event of any conflict or inconsistency between the body of this First Amendment and any previous agreements or attachments thereto, the order of precedence is as follows: the paragraphs in the body of this First Amendment, followed by the Original Agreement, followed by Exhibit A- Standard Provisions for City Contracts (Rev. 9/22) [v.1], followed by the Original Agreement, followed by Exhibit B- Scope of Work, followed by Exhibit C – Fee Schedule, followed by Exhibit D – Request for Advance Payment, followed by Exhibit E – Insurance Requirements, followed by Exhibit F – Participant’s Waiver of Liability, Assumption of Risk and Release, followed by any other attachments or exhibits in descending numerical or alphabetical order.
- §6. This First Amendment may be executed in one or more counterparts, and by the Parties in separate counterparts, each of which when executed shall be deemed to be an original, but all of which taken together shall constitute one and the same agreement. The Parties further agree that facsimile signatures or signatures scanned into .pdf (or signatures in another electronic format designated by City) and sent by e-mail shall be deemed original signatures.

[Remainder of page intentionally left blank.]

[Signatures begin on next page.]

IN WITNESS WHEREOF, the Parties have caused this Contract to be executed by their duly authorized representatives.

THE CITY OF LOS ANGELES
A Municipal Corporation
Acting by and through its
City Administrative Officer



Matthew W. Szabo
City Administrative Officer

July 18, 2023
Date

COMMUNITY PARTNERS
A Non-profit Corporation

Alicia Lara

Alicia Lara
President & CEO

07.12.23
Date

APPROVED AS TO FORM

Hydee Feldstein Soto, City Attorney

Brent L. Nichols

Brent Nichols
Deputy City Attorney

7/13/2023
Date

ATTESTED

Holly L. Wolcott, City Clerk

Michael Valdivia

By Michael Valdivia, Deputy Clerk

07/19/2023
Date



City Business License Number: 0000139312-0001-6
Internal Revenue Service ID: 95-4302067
Contract Number: C-143196-1