

**AMENDMENT NUMBER ONE TO
PROFESSIONAL SERVICES AGREEMENT
WITH
SERVING PEOPLE IN NEED, INC. (SPIN)**

This Amendment Number One (“Amendment”) is dated August 1, 2024, (“Effective Date”), by and between the CITY OF COSTA MESA, a municipal corporation (“City”) and SERVING PEOPLE IN NEED, INC. (SPIN), a tax-exempt corporation (“Consultant”).

WHEREAS, City and Consultant entered into an agreement on April 2, 2024 for Consultant to perform supplemental rental assistance services on an as needed basis; and

WHEREAS, City desires to amend Section 1.1 of the Agreement, “Scope of Service,” to allow Consultant to provide targeted rental assistance and case management services to prevent eviction for housed families with Costa Mesa affiliation by providing up to six (6) months rental assistance per household; and

WHEREAS, the amendment of Section 1.1 will not result in an increase in compensation under Section 2.1 of the Agreement; and

WHEREAS, City and Consultant now desire to amend the Scope of Services; and

WHEREAS, City and Consultant intend and desire that this Amendment Number One be retroactive to the Effective Date.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. This Amendment shall be retroactive to the Effective Date.
2. This Amendment One to the Agreement amends the Scope of Services to include targeted rental assistance and case management services to prevent evictions for housed families within the City of Costa Mesa in addition to performing supplemental rental assistance services on an as-needed basis.
3. Exhibit “A” of the Agreement, dated November 3, 2023, shall be deleted in its entirety and replaced with the updated Scope of Work, dated September 4, 2024, attached hereto as Exhibit “A.”
4. All terms not defined herein shall have the same meaning and use as set forth in the Agreement, as amended.
5. All other terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

6. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Amendment to be executed by and through their respective authorized officers, as of the date first above written.

CONSULTANT

Signature

Date: _____

Name and Title

CITY OF COSTA MESA

Lori Ann Farrell Harrison
City Manager

Date: _____

ATTEST:

Brenda Green
City Clerk

Date: _____

APPROVED AS TO FORM:

Kimberly Hall Barlow
City Attorney

Date: _____

APPROVED AS TO INSURANCE:

Ruth Wang
Risk Management

Date: _____

APPROVED AS TO CONTENT:

Nate Robbins
Assistant City Manager

Date: _____

PURCHASING APPROVAL:

Carol Molina
Finance Director

Date: _____

**EXHIBIT A
UPDATED SCOPE OF WORK**



September 4, 2024

Nate Robbins
Neighborhood Improvement Manager
City of Costa Mesa

Dear Nate,

Thank you for re-evaluating the terms of our grant with the City of Costa Mesa. We propose the following modifications:

Program	Eviction Prevention	
Contact	David Wetzel	
Location	Costa Mesa Affiliated	
Program Goal	Ensure that a minimum of five and up to ten families maintain their housing when facing or at risk of eviction by providing financial assistance and case management support	
Scope of Work		
<ol style="list-style-type: none">1. Provide targeted rental assistance and case management to prevent eviction for housed families with Costa Mesa affiliation2. Support families that earn below 50% of Orange County, CA AMI (<\$45,200 per year)3. Provide up to 6 months rental assistance per household<ol style="list-style-type: none">a. Up to \$10,000 per household in rental arrearsb. Monthly rent payments for up to 3 monthsc. If further assistance is needed after 3 months, complete a case reassessment then provide up to 3 additional months' rent at 80%4. Support 5-10 families depending on individual household needs and circumstances5. Provide case management on a monthly basis, and ensure families are connected to a supportive community <p>Program: Costa Mesa will screen all households, complete documentation and paperwork, and do a warm hand off to a SPIN Case Manager. SPIN's case manager will meet with the head of household, conduct an initial interview and planning session, then support the household for the next three to six months with rental assistance and case management support.</p>		
Budget		
Rental Assistance and/or Rental Arrears Payment		\$99,900
Administrative (10%)		\$10,100
Total		\$110,000

Warm Regards,

A handwritten signature in blue ink that reads "Dave Wetzel". The signature is stylized and fluid, with the first name "Dave" being larger and more prominent than the last name "Wetzel".

Dave Wetzel, Executive Director