SOCIAL SERVICES CONTRACT RENEWALS 2020-21

CONTRACT AMENDMENTS
CITY OF WEST HOLLYWOOD

AMENDMENT No. 6 TO AGREEMENT FOR SERVICES

This Amendment No. 6 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009571 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Alliance for Housing and Healing, a with its principal place of business at 825 Colorado Blvd., Suite 100, Los Angeles CA 90041 (hereinafter referred to as the “CONTRACTOR”).

RECIPIENTS

A. This AMENDMENT No. 6 shall amend the original Agreement #009571 dated October 01, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019, and the prior Amendment No. 2 dated April 07, 2020, Amendment No. 3 dated May 05, 2020, Amendment No. 4 dated June 10, 2020, and Amendment No. 5 dated July 20, 2020, (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $386,970 by an additional $205,000, for a total of $591,970 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $591,970 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The
CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Alliance for Housing and Healing

Terry Goddard, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services (2020-21)

Agency: Alliance for Housing and Healing

#### Project Objectives

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Total Project</th>
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<tr>
<td></td>
<td></td>
<td>West Hollywood</td>
<td></td>
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<tr>
<td>Direct Financial Assistance for People Living with HIV/AIDS</td>
<td>New, Unduplicated Persons</td>
<td>24</td>
<td>96</td>
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<td></td>
<td>New &amp; Ongoing Persons</td>
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<tr>
<td></td>
<td>(for housing and utility costs not funded by a government source)</td>
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<tr>
<td>Vitamin/Pharmacy Program</td>
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<td>9</td>
<td>36</td>
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<td>New &amp; Ongoing Persons</td>
<td>Report Actual</td>
<td>N/A</td>
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<td>Housing and Health Case Management</td>
<td>New, Unduplicated Persons</td>
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<td>24</td>
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<td>New &amp; Ongoing Persons</td>
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<td></td>
<td>Housing Placements</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>N/A</td>
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<tr>
<td>Aging in Place Rental Subsidy</td>
<td>New, Unduplicated Persons</td>
<td>Report Actual</td>
<td>Report Actual</td>
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<td></td>
<td>New &amp; Ongoing Persons</td>
<td>Report Actual</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>
**Outcome Objectives:** By the end of the program year, 90% of the West Hollywood clients will remain in stable and permanent housing for six months or more.

Agency Signature: [Signature]

Title: Executive Director

Date: 8/25/2020

City Approval: [Signature]

Date: 8/24/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendments, is made on this 1st day of October, 2020 and amends Agreement #009580 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and APLA Health & Wellness, 611 S. Kingsley Dr., Los Angeles, CA 90005 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009580 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the "not-to-exceed" amount of $272,742 by an additional $253,148, for a total of $525,890 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $525,890 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY's satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: APLA Health & Wellness

Craig Thompson, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR's behalf.

Approved by City Council Minute Order on February 3, 2020
### Excerpt from City of West Hollywood Department of Human Services - Social Services Division

**Agency:** APLA Health & Wellness

**Program:** West Hollywood Community Support Services

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<th>Service Categories</th>
<th>Unit of Service</th>
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<td>Non-Medical Case Management</td>
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<td>VI-SPDAT and Entry into CES</td>
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<td>Housing Support/Navigation Services</td>
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BEHAVIORAL HEALTH SERVICES

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<th>New and Ongoing Persons</th>
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<th>Number of Sessions</th>
<th>Report Actual</th>
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<td>Individual Counseling</td>
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<td>Group Counseling</td>
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<td>Report Actual</td>
<td>N/A</td>
<td></td>
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</table>

Outcome Objectives:

1. **Benefits Counseling**: By the end of the contract period, 80% of program participants accessing public benefits will report an increase in knowledge and access to public benefits.

2. **Homeless Support Services for People Living with HIV & At-Risk of HIV Transmission**: By the end of the contract period, 35% of homeless individuals will complete a referral designed to promote greater stability.

3. **Behavioral Health**: By the end of the contract period, 80% of clients will report that as a result of therapy, they feel more confident that they can rely upon coping skills to manage difficulties.

Director of Client Services  
8/26/2020

Agency Signature

City Approval  
8/18/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009603 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Ascencia, 1851 Tyburn St., Glendale, CA 91204 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009603 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $323,978 by an additional $315,269, for a total of $639,247 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $639,247 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction out of the City’s General Fund ($278,873) or Community Development Block Funds ($36,396). The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Ascencia

Laura Duncan, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

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3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION
Exhibit A: Scope of Services (2020-21)

Agency: Ascencia
Program: Homeless Outreach, Shelter, Supportive Services, and Housing Retention

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>NUMERICAL GOALS</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>West Hollywood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quarterly</td>
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<tr>
<td>Direct Assistance</td>
<td>Bus tokens, food, blankets, water, etc. (New, Unduplicated People)</td>
<td>25</td>
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<tr>
<td>Connect homeless individuals to area Homeless Services Providers</td>
<td>Enrollment and housing plans</td>
<td>16</td>
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<tr>
<td>Individuals will access mainstream services</td>
<td>SSI/SSDI, DPSS, Medi-Cal, Employment, Vouchers, etc.</td>
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<tr>
<td>Permanent Housing Placements</td>
<td>Housing Plan with Supportive Services</td>
<td>Report actual</td>
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<tr>
<td>Complete VI-SPDAT/Coordinated Entry Assessment (CEA)</td>
<td>Prioritized and matched to housing</td>
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<tr>
<td>Housing Retention Services</td>
<td>New, Unduplicated People</td>
<td>Report actual</td>
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<tr>
<td>Emergency Shelter</td>
<td>Bednights</td>
<td>636</td>
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</tbody>
</table>

Outcome Objectives: 15 homeless community members will engage in the process to secure housing resources in order to obtain permanent housing.

DocuSign Envelope ID: 49D00877-E0D6-45CF-964E-59295C9DDDD40
CITY OF WEST HOLLYWOOD

AMENDMENT No. 1 TO AGREEMENT FOR SERVICES

This Amendment No. 1 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009605 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Awakening Recovery, Inc., 1310 N. Stanley Ave., Los Angeles, CA 90046 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 1 shall amend the original Agreement #009605 dated October 1, 2019, between the CITY and CONTRACTOR (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENT to decrease the “not-to-exceed” amount of $135,050 by $110,050, for a total of $25,000.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   For performance of such services, City will pay Operating Agency on a per-bed night reimbursement basis at the approved rate for Peer/12-Step Based Recovery services (Peer/12-Step based: $65) as outlined in Exhibit A (Scope of Services), which shall constitute full and complete compensation for the Operating Agency’s performance of such services, not to exceed $25,000. Said sum shall be paid for full performance of those services described by Exhibit A (Scope of Services) to this Contract and may be adjusted for unsatisfactory performance of those services described by Exhibit A (Scope of Services) to this Contract.
Said compensation shall be paid on a reimbursement basis by the City out of the City’s General Fund. These monies are to be used by the Operating Agency only in the performance of the services described in Exhibit A (Scope of Services) to this contract and are to pay the costs of performance as described in Exhibit B (Budget) to this Contract. On the fifteenth calendar day of the subsequent quarter, Operating Agency shall submit to the City a Quarterly Invoice documenting service provided in the previous quarter.

On the fifteenth calendar day of the subsequent quarter, Operating Agency shall submit to the City a Quarterly Program Report documenting the services provided in the previous quarter.

If the total of the payments from the City exceeds the cost of the services performed, the payments from the City may be adjusted accordingly. On or before October 31, 2021, Operating Agency shall submit to the City a final report documenting the cost of services provided in the grant year.

Any money received by the Operating Agency hereunder and not expended for expenses incurred pursuant hereto in accordance with Exhibit B (Budget) to this contract and during the term of this contract shall be returned promptly to the City upon the expiration or termination of the term of this contract.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Awakening Recovery, Inc.

David van der Velde, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

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1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION
Exhibit A: Scope of Services (2020-21)

Agency: Awakening Recovery, Inc.  Program: Peer/12 Step-Based Recovery Home Process

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Categories</td>
<td>West Hollywood</td>
</tr>
<tr>
<td></td>
<td>Quarterly</td>
</tr>
<tr>
<td>Long-Term Peer/12 Step-Based Recovery Home Process</td>
<td></td>
</tr>
<tr>
<td>New, Unduplicated Residents</td>
<td>N/A</td>
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<tr>
<td>New and Ongoing Residents</td>
<td>3</td>
</tr>
<tr>
<td>Recovery Home Process Days</td>
<td>270</td>
</tr>
</tbody>
</table>

Outcome Objectives:

50\% of West Hollywood community members that enter Awakening’s long-term recovery home process and stay at least 6 months will successfully stay to graduate.

80\% of West Hollywood community members that graduate will remain clean and sober for the next year.
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendments, is made on this 1st day of October, 2020 and amends Agreement #009581 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Being Alive, 6043 Hollywood Boulevard, Suite B, Los Angeles, CA 90028 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009581 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $131,685 by an additional $120,568, for a total of $252,253 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $252,253 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon...
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Being Alive

Marc Haupert, Executive Director

CITY OF WEST HOLLYWOOD:

Cori Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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CODE OF ETHICS FOR CONTRACTORS

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3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD — DEPARTMENT OF HUMAN SERVICES & RENT STABILIZATION - SOCIAL SERVICES DIVISION
Exhibit A: Scope of Services (2020-21)

AGENCY: Being Alive
Program: Mental Health & Wellness Center Services

PROJECT OBJECTIVES:

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Services</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
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<tbody>
<tr>
<td>Client Intake</td>
<td>New, Unduplicated Persons</td>
<td>38</td>
<td>152</td>
<td>200</td>
<td>800</td>
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<tr>
<td>Wellness Center</td>
<td>Number of Attendees</td>
<td>165</td>
<td>660</td>
<td>450</td>
<td>1800</td>
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<td>Number of Sessions</td>
<td>38</td>
<td>152</td>
<td>38</td>
<td>152</td>
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<tr>
<td>One on One Counseling</td>
<td>New, Unduplicated Persons</td>
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<td>N/A</td>
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<td></td>
<td>New and Ongoing Persons</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Number of Total Therapy Sessions</td>
<td>100</td>
<td>400</td>
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<tr>
<td>Medical Education Updates</td>
<td>Number of Attendees</td>
<td>22</td>
<td>88</td>
<td>90</td>
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<td>Support Groups</td>
<td>Number of Attendees</td>
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<td>Syringe Service Program (SSP)</td>
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<td>3</td>
<td>12</td>
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<td>Number of SSP Sessions</td>
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NUMERICAL GOALS

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<th>West Hollywood</th>
<th>Total Project</th>
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<tbody>
<tr>
<td></td>
<td>Quarterly</td>
<td>Annually</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

OUTCOME OBJECTIVES: By the end of the program year, 1) 90% of all HIV+ clients are in viral suppression & remain engaged in care, 2) 80% of all new clients will demonstrate increased ability to effectively manage their own care and treatment adherence.

Program Director: Jamie Baker
Title: Program Director
Date: 8/26/2020

Agency Signature: Derel Murrin
Date: 8/24/2020

City Approval: 
Date: 
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009579 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Bet Tzedek Legal Services, 3250 Wilshire Blvd., 13th Fl., Los Angeles, CA 90010-1509 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009579 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendments No. 1 dated October 21, 2019, and Amendment No. 2 dated June 1, 2020, (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $229,015 by an additional $147,238, for a total of $376,253 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $376,253 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon...
budget, accompanied by required supporting documentation and any other information requested by the CITY.

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Bet Tzedek Legal Services

Diego Cartagena, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

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CODE OF ETHICS FOR CONTRACTORS

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Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION  
Exhibit A: Scope of Services (2020-2021)

Agency: Bet Tzedek  
Program: West Hollywood Project

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Categories</td>
<td>Unit of Service</td>
</tr>
<tr>
<td>Intake</td>
<td>New, Unduplicated Clients</td>
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<tr>
<td>Legal Services and Casework</td>
<td>New, Unduplicated Clients</td>
</tr>
<tr>
<td>Legal Services and Casework</td>
<td>Casework Hours</td>
</tr>
<tr>
<td>Legal Education and Trainings – Immigration</td>
<td>Clinic Sessions</td>
</tr>
</tbody>
</table>

Outcome Objective: By the end of the program year, 85% of West Hollywood clients who accessed legal services will have made progress toward resolving their presenting legal issue or have an increased understanding of their legal rights and/or obligations.

---

President & CEO: 8/25/2020  
Agency Signature: 8/24/2020  
City Approval: 8/24/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendments, is made on this 1st day of October, 2020 and amends Agreement #009578 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Disability Community Resource Center, 12901 Venice Blvd., Los Angeles, CA 90066 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009578 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $68,324 by an additional $61,480, for a total of $129,804 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

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3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $129,804 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Disability Community Resource Center

CITY OF WEST HOLLYWOOD:

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
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CITY OF WEST HOLLYWOOD
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Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION

#### Exhibit A: Scope of Services (2020-2021)

**Agency:** Disability Community Resource Center  
**Program:** West Hollywood Independent Living Program

#### PROJECT OBJECTIVES

**Independent Living Services**

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>West Hollywood</th>
<th>Annually</th>
<th>Total Project</th>
</tr>
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<tbody>
<tr>
<td>Information and Referral</td>
<td>New, Unduplicated Members</td>
<td>15</td>
<td>60</td>
<td>150</td>
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<td></td>
<td>New and Ongoing Members</td>
<td>20</td>
<td>80</td>
<td>600</td>
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<td>Case Management</td>
<td>New, Unduplicated Members</td>
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<td></td>
<td>New and Ongoing Members</td>
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<td>160</td>
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<td>Completed Home Modifications</td>
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<td>2</td>
<td>8</td>
<td>5</td>
</tr>
</tbody>
</table>

#### NUMERICAL GOALS

**Outcome Objectives:** By the end of the program year, 75% of the case management in the DCRC West Hollywood Independent Living Program will demonstrate that they either maintained or increased their Activities of Daily Living (ADL).

---

**Agency Signature**  
**Title:** Executive Director  
**Date:** 8/17/2020

**City Approval**  
**Date:** 8/18/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009607 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Friends Research Institute – HIV Ed, 6910 Santa Monica Blvd., Los Angeles, CA 90038 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009607 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated January 22, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENT to increase the “not-to-exceed” amount of $169,650 by an additional $155,000, for a total of $324,650 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

The CONTRACTOR shall be compensated in an amount not to exceed $324,650 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Friends Research Institute – HIV Ed

CITY OF WEST HOLLYWOOD:

CITY OF WEST HOLLYWOOD:

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>NUMERICAL GOALS</th>
<th>West Hollywood</th>
<th>Total Project</th>
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<td>West Hollywood</td>
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<td>Annually</td>
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<td></td>
<td>Risk Reduction Supplies</td>
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<td>Contacts</td>
<td></td>
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<td></td>
<td>Case Management Sessions</td>
<td></td>
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<td></td>
<td>New, Unduplicated Persons</td>
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<td>New and Ongoing</td>
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<td>#30-minute Session</td>
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<td>PPE Distribution</td>
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Outreach/Posts to LGBTQ Individuals
(effective August, 2020, COVID19)

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<th>HIV Education Social Media Outreach/Posts</th>
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<td>OUTREACH/POSTS TO LGBTQ</td>
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<td>INDIVIDUALS</td>
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<td></td>
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<td>Actual</td>
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</table>

Outcome Objectives:

By the end of the program year, 40% of those MSM who have received a repeat outreach encounter will report personal HIV risk reduction.

By the end of the program year, 40% of those trans women/GNC individuals who have received a repeat outreach encounter will report personal HIV risk reduction.

By the end of the program year, 60% of MSM who were referred to case management will attend a minimum of two case management sessions and will implement at least one risk reduction goal from their participant-centered service plan.

By the end of the program year, 60% of trans women/GNC individuals who were referred to case management will attend a minimum of two case management sessions and will implement at least one risk reduction goal from their participant-centered service plan.

---

City Approval

8/26/2020

Date
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009608 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Friends Research Institute – Outpatient, 6910 Santa Monica Blvd., Los Angeles, CA 90038 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009608 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $151,616 by an additional $147,200, for a total of $298,816 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $298,816 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Friends Research Institute – Outpatient

Jennifer Reyes

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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Rules:

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1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

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1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES & RENT STABILIZATION – SOCIAL SERVICES DIVISION

**Exhibit A: Scope of Services (2020-21)**

**Agency:** FRIENDS RESEARCH INSTITUTE  
**Program:** OUTPATIENT SUBSTANCE ABUSE TREATMENT

<table>
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<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>West Hollywood</th>
<th>Total Project</th>
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<td>Quarterly</td>
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<td># of Group Sessions</td>
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<tr>
<td># of Group Sessions with West Hollywood Participation</td>
<td>Report Actual</td>
<td>Report Actual</td>
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<tr>
<td>CONTINGENCY MANAGEMENT (CM) INTERVENTION</td>
<td>New, Unduplicated Persons</td>
<td>Report Actual</td>
<td>Quarterly</td>
</tr>
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<td># of CM Sessions</td>
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<td>144</td>
<td>36</td>
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<tr>
<td># of CM Sessions with West Hollywood Community Members</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td></td>
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<tr>
<td>CASE MANAGEMENT</td>
<td>Case Management Sessions</td>
<td>Report Actual</td>
<td>Quarterly</td>
</tr>
<tr>
<td>New, Unduplicated Persons</td>
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<td>n/a</td>
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<td>New and Ongoing</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>n/a</td>
</tr>
<tr>
<td>#30-minute Session</td>
<td>9</td>
<td>36</td>
<td></td>
</tr>
</tbody>
</table>

**Outcome Objectives:**
By the end of the program year, 33% of MSM in outpatient treatment for methamphetamine use will report a reduction in methamphetamine use at 90-day follow-up assessment.

By the end of the program year, 33% of MSM in outpatient treatment for methamphetamine use will report a reduction in unprotected anal intercourse at 90-day follow-up assessment.

By the end of the program year, 60% of MSM who were referred to case management from *Getting Off* will attend a minimum of two case management sessions and will implement at least one risk reduction goal from their participant-centered service plan.
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009577 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Housing Works, 1277 N. Wilcox Ave., Los Angeles, CA 90038 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009577 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $135,126 by an additional $131,190, for a total of $266,316 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $266,316 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Housing Works

[Signature]
Celina Alvarez, Executive Director

CITY OF WEST HOLLYWOOD:

[Signature]
Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

[Signature]
Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
## CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services 2020-21

### Agency: Housing Works

### Program: MIST

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<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
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<td>West Hollywood</td>
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<td>New, Unduplicated Participants</td>
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<td></td>
<td>New and On-going Participants</td>
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### Outcome Objective: 90% of all Continuum of Care Clients will maintain permanent supportive housing throughout the program year.

---

**Agency Signature** 8/18/2020

**City Approval** 8/18/2020
AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009582 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and Jewish Family Service - CSC, 3580 Wilshire Blvd., Ste. 700, Los Angeles, CA 90010 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009582 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated November 7, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the "not-to-exceed" amount of $1,061,419 by an additional $1,018,853, for a total of $2,080,272 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   **CODE OF ETHICS.** CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

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   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $2,080,272 for services provided pursuant to this Agreement as described in "Exhibit A." Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY's satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Jewish Family Service - CSC

CITY OF WEST HOLLYWOOD:

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

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3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

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3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
# CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION
## Exhibit A: Scope of Services 2020-21

**Agency:** Jewish Family Service of Los Angeles

**Program:** West Hollywood Comprehensive Service Center

### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories: Senior Services</th>
<th>Unit of Service</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>West Hollywood</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Quarterly</td>
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<tr>
<td><strong>INTAKE</strong></td>
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<td><strong>CONCRETE SERVICES AND ADVOCACY</strong></td>
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<td><strong>CASE MANAGEMENT</strong></td>
<td>New and Ongoing Clients</td>
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<tr>
<td><strong>TARGETED MENTAL HEALTH</strong></td>
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<td>New and Ongoing Clients</td>
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<td><strong>TELEPHONE REASSURANCE</strong></td>
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<tr>
<td><strong>CLIENT RELIEF - Home Secure Services</strong></td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing Clients</td>
<td>Report Actual</td>
</tr>
<tr>
<td><strong>CLIENT RELIEF - Hoarding Reduction Services</strong></td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing Clients</td>
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<td>Service Categories: Senior Services</td>
<td>Unit of Service</td>
<td>West Hollywood</td>
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<td></td>
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<td>Quarterly</td>
</tr>
<tr>
<td>CLIENT RELIEF – General (Food vouchers)</td>
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<td>CLIENT RELIEF – HUD Building Tenants (Cleaning Assistance for Inspections)</td>
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<td>Palm Avenue</td>
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# PROJECT OBJECTIVES

<table>
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<tr>
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<th>West Hollywood</th>
<th>Total Project</th>
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<td>New and Ongoing Volunteers</td>
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<td>Client Relief - Home Secure Services</td>
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<td></td>
<td>New and Ongoing Clients</td>
<td>Report Actual</td>
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<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>N/A</td>
</tr>
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<td></td>
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<td>Report Actual</td>
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</tr>
<tr>
<td>CLIENT RELIEF – General (Food vouchers)</td>
<td>New and Unduplicated Clients</td>
<td>Report Actual</td>
<td>N/A</td>
</tr>
</tbody>
</table>
**Outcome Objectives:**

1) Older adult clients receiving case management services will receive interventions that address ADL/IADL deficits with the goal of ensuring that 70% of these clients remain at home.

2) Clients with disabilities receiving case management services will receive interventions that address ADL/IADL deficits with the goal of ensuring that 75% of these clients remain at home.

3) 85% of Senior building residents who access services will remain in their homes.

* ADL/IADL refers to activities of daily living (dressing, bathing, grooming, eating) and instrumental activities of daily living (shopping, cleaning, mobility, paying bills).
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009583 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and Jewish Family Service – Nutrition, 3580 Wilshire Blvd., Ste. 700, Los Angeles, CA 90010 (hereinafter referred to as the "CONTRACTOR").

RE bâtals

A. This AMENDMENT No. 3 shall amend the original Agreement #009583 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the "not-to-exceed" amount of $441,000 by an additional $423,573, for a total of $864,573 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $864,573 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Jewish Family Service – Nutrition

Eli Veitzer, Executive Director

CITY OF WEST HOLLYWOOD:

Corin Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Approved by City Council Minute Order on February 3, 2020
**Exhibit A: Scope of Services (2020-21)**

**Agency:** Jewish Family Services of Los Angeles  
**Program:** Senior Nutrition

<table>
<thead>
<tr>
<th>PROGRAM OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Categories</td>
<td>Unit of Services</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>CONGREGATE MEALS</td>
<td></td>
</tr>
<tr>
<td>WEST KNOLL</td>
<td>Number of Meals Served</td>
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<td>Average Daily Attendance</td>
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<tr>
<td>SENIOR CENTER</td>
<td>Number of Meals Served</td>
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<td></td>
<td>Average Daily Attendance</td>
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<tr>
<td>NORTH PALM</td>
<td>Number of Meals Served</td>
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<td>Average Daily Attendance</td>
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<td>FAIRFAX TOWERS</td>
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<td>TOTAL CONGREGATE MEALS</td>
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<td>HOME DELIVERED MEALS</td>
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<tr>
<td>SUPPLEMENTAL NUTRITION</td>
<td>Number of Meals Served</td>
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<tr>
<td></td>
<td>average # Participants per day</td>
</tr>
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</table>

**Outcome Objectives:**

100% of West Hollywood clients will decrease food insecurity by the end of the program year.

---

**Agency Signature**  
**Nutrition Director JFSLA**  
8/27/2020

**Title**  
**Date**

**City Approval**  
**Strategic Initiatives**  
8/27/2020

**Title**  
**Date**
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009589 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Jewish Family Service – SOVA, 3580 Wilshire Blvd., Ste. 700, Los Angeles, CA 90010 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009589 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $102,753 by an additional $99,760, for a total of $202,513 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
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3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
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budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Jewish Family Service – SOVA

[Signature]
Eli Veitzer, Executive Director

CITY OF WEST HOLLYWOOD:

[Signature]
Corn Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

[Signature]
Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
Exhibit A: Scope of Services 2020-21

Agency: Jewish Family Service of Los Angeles
Program: SOVA Community Food & Resource Program

**PROJECT OBJECTIVES**

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
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<tr>
<td>Food Distribution – Grocery</td>
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<td>540</td>
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<td>1,300</td>
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<td>18,000</td>
<td>72,000</td>
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</table>

**Outcome Objective:**

90% of surveyed clients will report improved food security by the end of the program year.

Agency Signature

Senior Director - SOVA

City Approval

8/26/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009588 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and JVS SoCal, 6505 Wilshire Blvd., Ste. 200, Los Angeles, CA 90048 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009588 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $157,105 by an additional $152,529, for a total of $309,634 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $309,634 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: JVS SoCal

Kim Fedrick, Executive Director

CITY OF WEST HOLLYWOOD:

Corr Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services 2020-21

**Agency:** JVS SoCal  
**Program:** WeHoWorks

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>West Hollywood</td>
</tr>
<tr>
<td><strong>Career Training</strong></td>
<td></td>
</tr>
<tr>
<td>New, Unduplicated Community Member</td>
<td>Quarterly: 33</td>
</tr>
<tr>
<td></td>
<td>Annually: 132</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Career Coaching</td>
<td></td>
</tr>
<tr>
<td>New &amp; Ongoing Community Member</td>
<td>Quarterly: 75</td>
</tr>
<tr>
<td></td>
<td>Annually: 142</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Training and Educational Services</td>
<td></td>
</tr>
<tr>
<td>Employer Roundtables</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Quarterly: 2</td>
</tr>
<tr>
<td></td>
<td>Annually: N/A</td>
</tr>
<tr>
<td>Business Services</td>
<td></td>
</tr>
<tr>
<td>Recruitment Events</td>
<td>Quarterly: 4</td>
</tr>
<tr>
<td></td>
<td>Annually: 16</td>
</tr>
<tr>
<td>Job Fairs</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Quarterly: 2</td>
</tr>
<tr>
<td></td>
<td>Annually: N/A</td>
</tr>
<tr>
<td>Businesses outreach and engagement</td>
<td></td>
</tr>
<tr>
<td>with WeHoWorks</td>
<td>Quarterly: 24</td>
</tr>
<tr>
<td></td>
<td>Annually: 96</td>
</tr>
<tr>
<td>Job Placements</td>
<td></td>
</tr>
<tr>
<td>New, Unduplicated and Ongoing</td>
<td>Quarterly: 20</td>
</tr>
<tr>
<td>Community Member</td>
<td>Annually: 80</td>
</tr>
</tbody>
</table>

**Outcome Objectives:** 85% of new, unduplicated community members served will complete an Individual Employment Plan and successfully obtain employment.

**Agency Signature:**  
**Title:** Director of Workforce Development  
**Date:** 8/26/2020

**City Approval:**  
**Date:** 8/18/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendments, is made on this 1st day of October, 2020 and amends Agreement #009587 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Los Angeles LGBT Center—TEEP, PO Box 2988, Los Angeles, CA 90028-2988 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009587 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $112,757 by an additional $102,191, for a total of $214,948 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $214,948 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Los Angeles LGBT Center– TEEP

Lorri Jean, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION

**Exhibit A: Scope of Services (2020-21)**

**Agency:** Los Angeles LGBT Center  
**Program:** Transgender Economic Empowerment Project

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Numerical Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>West Hollywood</td>
<td>Quarterly</td>
</tr>
<tr>
<td><strong>Intake and Assessment</strong></td>
<td>New, Unduplicated Persons</td>
<td>18</td>
</tr>
<tr>
<td><strong>Outreach and Engagement</strong></td>
<td>Contacts</td>
<td>30</td>
</tr>
<tr>
<td><strong>Case Management</strong></td>
<td>New, Unduplicated Persons</td>
<td>12</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing</td>
<td>18</td>
</tr>
<tr>
<td><strong>Legal Consultations</strong></td>
<td>Legal Clinics and Workshops</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>Number of Attendees</td>
<td>Report Actual</td>
</tr>
<tr>
<td><strong>Job Training and Placement</strong></td>
<td>New, Unduplicated Persons</td>
<td>Report Actual</td>
</tr>
<tr>
<td><strong>Training and Technical Assistance</strong></td>
<td>Number of Non-Profit and Government Agencies Assisted</td>
<td>Report Actual</td>
</tr>
<tr>
<td><strong>Homeless Outreach Provider Education Sessions</strong></td>
<td>Number of Sessions</td>
<td>Report Actual</td>
</tr>
</tbody>
</table>

**Outcome Objectives:** 1) By the end of the program year, 80% of West Hollywood case managed participants will demonstrate progress toward goals identified during assessment and 2) 100% of agencies assisted will demonstrate the knowledge and skills necessary to sustain a supportive environment for transgender and non-binary constituents.

---

**Agency Signature**  
**Director of Legal Services**  
8/18/2020  
**Title**  
**Date**

**City Approval**  
**DEREK MURRAY**  
8/17/2020  
**Date**
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009584 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and Los Angeles LGBT Center – Mental Health, PO Box 2988, Los Angeles, CA 90028-2988 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009584 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $163,609 by an additional $158,844, for a total of $322,453 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $322,453 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Los Angeles LGBT Center – Mental Health

Lorri Jean, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION
Exhibit A: Scope of Services (2020-21)

<table>
<thead>
<tr>
<th>Agency: Los Angeles LGBT Center</th>
<th>Program: Mental Health Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROJECT OBJECTIVES</td>
<td>NUMERICAL GOALS</td>
</tr>
<tr>
<td>Service Categories</td>
<td>Unit of Service</td>
</tr>
<tr>
<td>Intake</td>
<td>New, Unduplicated Clients</td>
</tr>
<tr>
<td></td>
<td>Cisgender Men</td>
</tr>
<tr>
<td></td>
<td>• Total Gay and Bisexual Men</td>
</tr>
<tr>
<td></td>
<td>Cisgender Women</td>
</tr>
<tr>
<td></td>
<td>• Total Lesbian and Bisexual</td>
</tr>
<tr>
<td></td>
<td>Women</td>
</tr>
<tr>
<td></td>
<td>Transgender and Non-Binary</td>
</tr>
<tr>
<td></td>
<td>Individuals</td>
</tr>
<tr>
<td>Mental Health</td>
<td>Individual Counseling - New and</td>
</tr>
<tr>
<td></td>
<td>Ongoing Clients</td>
</tr>
<tr>
<td></td>
<td>Group Support – Mental Health</td>
</tr>
<tr>
<td></td>
<td>Attendees</td>
</tr>
<tr>
<td></td>
<td>Number of Sessions</td>
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<tr>
<td></td>
<td>Psychiatric Evaluations</td>
</tr>
<tr>
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<td>Psychiatric Follow-Up</td>
</tr>
<tr>
<td>Addiction Recovery Services</td>
<td>New, Unduplicated Clients</td>
</tr>
<tr>
<td></td>
<td>Group Support – Addiction Recovery</td>
</tr>
<tr>
<td>Homeless Outreach</td>
<td></td>
</tr>
<tr>
<td>------------------</td>
<td>---</td>
</tr>
<tr>
<td>Attendees Number of Sessions</td>
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<td>R/A</td>
<td>R/A</td>
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<tr>
<td>Outreach Contacts</td>
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<td>New, Unduplicated Psychosocial Assessments</td>
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<td>N/A</td>
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<td>Follow-Up</td>
<td>25</td>
</tr>
<tr>
<td>N/A</td>
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</tr>
</tbody>
</table>

**Outcome Objectives:**

By the end of the program year, 70% of clients receiving individual, couple or group counseling services will demonstrate reduced symptoms of depression/anxiety and improved levels of functioning/mood stability by the end of treatment. This will be measured by a decrease in relevant PHQ-9 or GAD-7 scores of at least 30% or self-report that they achieved progress towards presenting issues and goals.

By the end of the program year, 50% of homeless outreach clients will demonstrate progress toward goals identified during assessment (e.g. accessing medical and mental health care, addiction recovery services, housing navigation and/or other activities geared toward getting their basic needs met), as evidenced by documentation of completion of psychosocial assessments and follow-ups noted in client’s chart.
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009585 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and Los Angeles LGBT Center - Senior Services, PO Box 2988, Los Angeles, CA 90028-2988 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009585 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the "not-to-exceed" amount of $133,100 by an additional $70,000, for a total of $203,100 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

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budget, accompanied by required supporting documentation and any other information requested by the CITY.
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Executed on this October 1, 2020.

CONTRACTOR: Los Angeles LGBT Center - Senior Services

[signature]
Lorri Jean, Executive Director

CITY OF WEST HOLLYWOOD:

[signature]
Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

[signature]
Yvonne Quarker, City Clerk
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Approved by City Council Minute Order on February 3, 2020
## CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION
### Exhibit A: Scope of Services

**Agency:** Los Angeles LGBT Center  
**Program:** Seniors Services Department

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>West Hollywood Quarterly</th>
<th>West Hollywood Annually</th>
<th>Total Project Quarterly</th>
<th>Total Project Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing Navigation</td>
<td>New, Unduplicated</td>
<td>15</td>
<td>60</td>
<td>100</td>
<td>400</td>
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<tr>
<td></td>
<td>Client Visits</td>
<td>100</td>
<td>400</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing</td>
<td>Report Actual</td>
<td>N/A</td>
<td>Report Actual</td>
<td>N/A</td>
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<tr>
<td>Approved affordable housing tenants</td>
<td>New, Unduplicated</td>
<td>Report Actual</td>
<td>13</td>
<td>Report Actual</td>
<td>98</td>
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<td>Housing retention</td>
<td>New, Unduplicated</td>
<td>4</td>
<td>16</td>
<td>25</td>
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<tr>
<td></td>
<td>Client Visits</td>
<td>50</td>
<td>200</td>
<td>255</td>
<td>1,020</td>
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<tr>
<td></td>
<td>New and Ongoing</td>
<td>Report Actual</td>
<td>N/A</td>
<td>Report Actual</td>
<td>N/A</td>
</tr>
<tr>
<td>Case Management</td>
<td>New, Unduplicated</td>
<td>15</td>
<td>60</td>
<td>150</td>
<td>600</td>
</tr>
<tr>
<td></td>
<td>New, and Ongoing</td>
<td>100</td>
<td>N/A</td>
<td>400</td>
<td>N/A</td>
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<tr>
<td></td>
<td>Case Management sessions</td>
<td>300</td>
<td>1,200</td>
<td>1,431</td>
<td>5,724</td>
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<tr>
<td>Enrichment/Educational Programs</td>
<td>New, Unduplicated</td>
<td>15</td>
<td>60</td>
<td>150</td>
<td>600</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing</td>
<td>100</td>
<td>N/A</td>
<td>625</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Number of activities/classes</td>
<td>600</td>
<td>2,400</td>
<td>6,000</td>
<td>24,000</td>
</tr>
<tr>
<td>Meals</td>
<td>Number of meals served</td>
<td>500</td>
<td>2,000</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>-------</td>
<td>------------------------</td>
<td>-----</td>
<td>-------</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td></td>
<td>New, Unduplicated</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing</td>
<td></td>
<td></td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**Outcome Objective:**

By the end of the program year, 80% of clients served will secure new resources to support wellbeing (government benefits, enrichment, education, meals, health services, housing, assisted living).

\[\text{signature}\]

Director of Senior Services  
**Title**

8/27/2020

---

City Approval  
**Date**

8/27/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009586 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and Los Angeles LGBT Center – Sexual Health, PO Box 2988, Los Angeles, CA 90028-2988 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009586 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the "not-to-exceed" amount of $243,616 by an additional $236,520, for a total of $480,136 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   The CONTRACTOR shall be compensated in an amount not to exceed $480,136 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY's satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon...
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Los Angeles LGBT Center – Sexual Health

Lorri Jean, Executive Director

CITY OF WEST HOLLYWOOD:

Corni Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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Policy 1. CONTRACTORS shall be committed to the CITY.

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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Approved by City Council Minute Order on February 3, 2020
# CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services 2020-21

**Agency:** Los Angeles LGBT Center  
**Program:** Sexual Health & Prevention Program

## PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>West Hollywood</th>
<th>Total Project</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Quarterly</td>
<td>Annually</td>
</tr>
<tr>
<td></td>
<td>New, Unduplicated Clients</td>
<td>521</td>
<td>2,084</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3,767</td>
<td>15,068</td>
</tr>
<tr>
<td></td>
<td>The Center WeHo</td>
<td>411</td>
<td>1,644</td>
</tr>
<tr>
<td></td>
<td></td>
<td>1,658</td>
<td>6,632</td>
</tr>
<tr>
<td></td>
<td>Schrader Location</td>
<td>110</td>
<td>440</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2,109</td>
<td>8,436</td>
</tr>
<tr>
<td></td>
<td>Number of HIV Tests</td>
<td>638</td>
<td>2,552</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5,096</td>
<td>20,384</td>
</tr>
<tr>
<td></td>
<td>The Center WeHo</td>
<td>520</td>
<td>2,080</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2,088</td>
<td>8,352</td>
</tr>
<tr>
<td></td>
<td>Schrader Location</td>
<td>118</td>
<td>472</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3,008</td>
<td>12,032</td>
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<tr>
<td></td>
<td>Number of STD Tests</td>
<td>806</td>
<td>3,224</td>
</tr>
<tr>
<td></td>
<td></td>
<td>5,814</td>
<td>23,256</td>
</tr>
<tr>
<td></td>
<td>The Center WeHo</td>
<td>648</td>
<td>2,592</td>
</tr>
<tr>
<td></td>
<td></td>
<td>2,361</td>
<td>9,444</td>
</tr>
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<td></td>
<td>Schrader Location</td>
<td>158</td>
<td>632</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3,453</td>
<td>13,812</td>
</tr>
</tbody>
</table>

|                             | New, Unduplicated Treatment Clients | 314            | 1,256        |
|                             |                                  | 1,790          | 7,160        |
|                             | The Center WeHo                  | 230            | 920          |
|                             |                                  | 591            | 2,364        |
|                             | Schrader Location                | 84             | 336          |
|                             |                                  | 1,199          | 4,796        |
|                             | Total Client Treatment Visits    | 450            | 1,800        |
|                             |                                  | 2,612          | 10,448       |
|                             | The Center WeHo                  | 347            | 1,388        |
|                             |                                  | 846            | 3,384        |
|                             | Schrader Location                | 103            | 412          |
|                             |                                  | 1,766          | 7,064        |

### STD Treatment

|                             | Syphilis                        | R/A            | R/A          |
|                             |                                  | N/A            | N/A          |
|                             | Gonorrhea                       | R/A            | N/A          |
|                             |                                  | N/A            | N/A          |
|                             | Chlamydia                       | R/A            | N/A          |

### Outcome Objective:

90% of West Hollywood community members who receive HIV or STD treatment and return to the program for follow-up or screening will demonstrate a reduction in high-risk activity by demonstrating one or more of the following behaviors: increased condom use, increased HIV/STD screening, reduced substance use, reduced number of sexual partners, adherence to HIV/STD treatment, and the use of PrEP or PEP.

---

**DocuSigned by:**  
**Community Health Programs Director**  
8/21/2020

**Agency Signature**  
8/20/2020

**City Approval**  
8/20/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009596 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Los Angeles LGBT Center – WeHo LIFE, PO Box 2988, Los Angeles, CA 90028-2988 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009596 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $50,082 by an additional $48,623, for a total of $98,705 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $98,705 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Los Angeles LGBT Center – WeHo LIFE

Lorri Jean, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

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Approved by City Council Minute Order on February 3, 2020
# Exhibit A: Scope of Services 2020-21

**Agency:** Los Angeles LGBT Center  
**Program:** WeHo Life

## Project Objectives

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Participating Providers</td>
<td>Report Actual</td>
<td>35</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>Monthly Distribution Sites</td>
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<td>N/A</td>
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<td>N/A</td>
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<td>Condom Distribution</td>
<td>62,500</td>
<td>250,000</td>
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<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Site Satisfaction Survey</td>
<td>8</td>
<td>32</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

### Outcome Objective:

By the end of the program year via distribution partner and special event surveys, 75% of respondents will have expressed satisfaction with the program, materials, and harm reduction messaging.
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009595 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Los Angeles LGBT Center–Youth, PO Box 2988, Los Angeles, CA 90028-2988 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009595 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $177,765 by an additional $139,578, for a total of $317,343 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

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3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   The CONTRACTOR shall be compensated in an amount not to exceed $317,343 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon...
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Los Angeles LGBT Center– Youth

Lorri Jean, Executive Director

CITY OF WEST HOLLYWOOD:

Cindy Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
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Approved by City Council Minute Order on February 3, 2020
**CITY OF WEST HOLLYWOOD -- DEPARTMENT OF HUMAN SERVICES -- SOCIAL SERVICES DIVISION**

**Exhibit A: Scope of Services (2020-2021)**

**Agency:** Los Angeles LGBT Center  
**Program:** Services for Homeless Youth

<table>
<thead>
<tr>
<th>Project Objectives</th>
<th>Numerical Goals</th>
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<tr>
<td>Service Categories</td>
<td>Unit of Service</td>
</tr>
<tr>
<td>Outreach</td>
<td>Contacts, Duplicated Community Activities</td>
</tr>
<tr>
<td>Outreach</td>
<td></td>
</tr>
<tr>
<td>Intake and Assessment</td>
<td>New, Unduplicated People</td>
</tr>
<tr>
<td>Shelter (Emergency and Transitional Housing)</td>
<td>New, Unduplicated People</td>
</tr>
<tr>
<td>Shelter (Emergency and Transitional Housing)</td>
<td>New and Ongoing People</td>
</tr>
<tr>
<td>Shelter (Emergency and Transitional Housing)</td>
<td>Bed Nights</td>
</tr>
<tr>
<td>Employment</td>
<td>New, Unduplicated People</td>
</tr>
<tr>
<td>Employment</td>
<td>New &amp; Ongoing People</td>
</tr>
<tr>
<td>Employment</td>
<td>Job Placements</td>
</tr>
</tbody>
</table>

**Outcome Objectives:**

The Outcome Objective is that 55% of West Hollywood youth who access services will demonstrate an improvement in one or more core outcomes (stable housing and self-sufficiency, education and employment, permanent connections and wellbeing).

**Agency Signature**

**City Approval**

Director, Children, Youth and Family Services  
**Title**  
**Date**

**City Approval**  
**Date**
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009594 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and McIntyre House, 544 N. Kenmore Ave., Los Angeles, CA 90004 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009594 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $81,019 by an additional $78,659, for a total of $159,678 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $159,678 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: McIntyre House

Brian Hardin, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclosure in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
**CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION**

**Exhibit A: Scope of Services (2020-21)**

**Agency:** McIntyre House  
**Program:** Residential Substance Abuse Recovery Program

### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Substance Abuse Residential Recovery Program (Recovery Treatment, Crisis Intervention, Monitoring, Case Management, Shelter, Food, 24 Hour Supervision)</td>
<td>New, Unduplicated Residents</td>
<td>N/A</td>
<td>16</td>
<td>Actual</td>
<td>Actual</td>
</tr>
<tr>
<td></td>
<td>New &amp; Ongoing Residents</td>
<td>7</td>
<td>N/A</td>
<td>16</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>Bed Nights</td>
<td>630</td>
<td>2,520</td>
<td>1440</td>
<td>5,760</td>
</tr>
</tbody>
</table>

**NUMERICAL GOALS**

**Outcome Objectives:** 80% of West Hollywood Residents completing treatment (9-12 months) will report sobriety after six months.

---

**Agency Signature**

**Executive Director**

**Title**

**Date**

**City Approval**

**Date**
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009593 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Men’s Health Foundation, 9201 W. Sunset Blvd., Ste. 812, West Hollywood, CA 90069 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009593 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $85,989 by an additional $83,484, for a total of $169,473 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $169,473 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Men's Health Foundation

Anthony Mills, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

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1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

#### Exhibit A: Scope of Services (2020-2021)

**Agency:** Men’s Health Foundation  
**Program:** Red Carpet PEP/PrEP Services

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>West Hollywood</td>
</tr>
<tr>
<td></td>
<td>Quarterly</td>
</tr>
<tr>
<td><strong>Service Categories</strong></td>
<td><strong>Unit of Service</strong></td>
</tr>
<tr>
<td>Intake</td>
<td>New, Unduplicated Patients</td>
</tr>
<tr>
<td>Post Exposure Prophylaxis (PEP) Clinical Services</td>
<td>New, Unduplicated Patients</td>
</tr>
<tr>
<td>Pre Exposure Prophylaxis (PrEP) Clinical Services</td>
<td>New, Unduplicated Patients</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing Patients</td>
</tr>
<tr>
<td>Outreach and Engagement</td>
<td>Number of Events*</td>
</tr>
</tbody>
</table>

**Outcome Objectives:** By the end of the program year: 1.) 95% of Red Carpet Treatment program patients who self-report adherence to their PrEP regimens, will remain HIV-negative; 2.) 95% of Red Carpet Treatment program patients who self-report adherence to their PEP regimens will remain HIV negative per their follow-up HIV test, at 30 days after initiation of treatment; and 3.) 80% of PEP patients will roll over to become new PrEP patients.

*West Hollywood based outreach events*
CITY OF WEST HOLLYWOOD

AMENDMENT No. 9 TO AGREEMENT FOR SERVICES

This Amendment No. 9 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009592 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and National Council of Jewish Women, with its principal place of business at 548 N. Fairfax Ave., LA, CA, 90036 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 9 shall amend the original Agreement #009592 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendments No. 1 dated October 21, 2019, No. 2 dated March 23, 2020, No. 3 dated March 27, 2020, No. 4 dated April 7, 2020, No. 5 dated May 5, 2020, No. 6 dated June 10, 2020, No. 7 dated July 20, 2020, and No. 8 dated August 17, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $1,513,596 by an additional $94,824, for a total of $1,608,420 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $1,608,420 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The
CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: National Council of Jewish Women

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY's goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

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Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

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3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD — DEPARTMENT OF HUMAN SERVICES — SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services 2020-21

**Agency:** National Council of Jewish Women | Los Angeles

**Program:** Rental Assistance Program

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Service Categories</strong></td>
<td><strong>Unit of Service</strong></td>
</tr>
<tr>
<td>Rental Assistance Monetary Support</td>
<td>Clients served with rental assistance</td>
</tr>
<tr>
<td>Program Participant Workshops</td>
<td>Workshops Offered</td>
</tr>
<tr>
<td>Emergency Rental Assistance Monetary Support</td>
<td>Clients served with rental assistance</td>
</tr>
</tbody>
</table>

**Outcome Objective:** 75% of clients who receive rental assistance will remain housed at the 90-day follow-up point.

---

**Program Director**

Program Director ____________________________ 8/21/2020

Agency Signature ____________________________

**Title**

**Date**

---

**City Approval**

City Approval ____________________________ 8/21/2020

Agency Signature ____________________________

**Date**
CITY OF WEST HOLLYWOOD

AMENDMENT No. 7 TO AGREEMENT FOR SERVICES

This Amendment No. 7 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009611 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Project Angel Food, 922 Vine Street, Los Angeles, CA 90038 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 7 shall amend the original Agreement #009611 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendments No. 1 dated October 21, 2019, Amendment No. 2 dated January 22, 2020, Amendment No. 3 dated April 7, 2020, Amendment No. 4 dated May 5, 2020, Amendment No. 5 dated June 10, 2020, and Amendment No. 6 dated August 3, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $401,114 by an additional $88,950, for a total of $490,064 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $490,064 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
CITY OF WEST HOLLYWOOD
AMENDMENT No. 7 TO AGREEMENT FOR SERVICES

budget, accompanied by required supporting documentation and any other information requested by the CITY.

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Project Angel Food

Richard Ayoub, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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Policy 2. CONTRACTORS shall be committed to fiscal integrity.

**Rules:**

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

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3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### Agency: Project Angel Food
### Program: Home-Delivered Meals

#### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Home Delivered Meals</td>
<td>New, unduplicated clients</td>
<td>14</td>
<td>56</td>
<td>550</td>
<td>2,200</td>
</tr>
<tr>
<td>Home Delivered Meals</td>
<td>New and ongoing clients</td>
<td>45</td>
<td>N/A</td>
<td>1,400</td>
<td>N/A</td>
</tr>
<tr>
<td>Home Delivered Meals</td>
<td>Number of Entrees</td>
<td>4,500</td>
<td>18,000</td>
<td>112,500</td>
<td>450,000</td>
</tr>
<tr>
<td>Home Delivered Meals</td>
<td>Number of Breakfasts</td>
<td>3,500</td>
<td>14,000</td>
<td>50,000</td>
<td>200,000</td>
</tr>
</tbody>
</table>
**Outcome Objectives:**

100% of our West Hollywood clients will report relief from food insecurity and report better health outcomes. 75% will show improved body weight.

---

Program Director: 

Agency Signature: 

Title: 

Date: 8/18/2020

City Approval: 

Date: 8/20/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009591 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Pathways, 3325 Wilshire Blvd., Ste. 1100, Los Angeles, CA 90010 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009591 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $110,290 by an additional $107,078, for a total of $217,368 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $217,368 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Pathways

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORS working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### Exhibit A: Scope of Services 2020-21

**Agency:** PATHWAYS LA  
**Program:** WEST HOLLYWOOD PRESCHOOL

#### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
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<td>Preschool Enrollment</td>
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<td>Developmental Screenings</td>
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<tr>
<td>Mental Health Consultations</td>
<td>Number of Consultations</td>
<td>Report</td>
<td>10</td>
<td>Report</td>
<td>Report</td>
</tr>
</tbody>
</table>

#### NUMERICAL GOALS

**Outcome Objectives:** At least 90% of the Pre-K children will have successfully achieved school readiness skills, as determined by the Desired Results Developmental Profile (DRDP), by the end of the program year.

**Agency Signature**  
Director, Family & Provider Enrichment 8/25/2020

**City Approval**  
8/18/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009590 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and PAWS/LA, 2121 S. Flower St., Los Angeles, CA 90007 (hereinafter referred to as the “CONTRACTOR”).

R EC I TA L S

A. This AMENDMENT No. 2 shall amend the original Agreement #009590 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $61,063 by an additional $59,284, for a total of $120,347 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $120,347 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: PAWS/LA

Pamela Magette, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
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3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services (2020-21)

<table>
<thead>
<tr>
<th>Agency:</th>
<th>PAWS/LA</th>
<th>Program: Client Services</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROJECT OBJECTIVES</td>
<td>NUMERICAL GOALS</td>
<td></td>
</tr>
<tr>
<td>Service Categories</td>
<td>Unit of Service</td>
<td>West Hollywood</td>
</tr>
<tr>
<td>Intake/Enrollments</td>
<td>New, Unduplicated persons</td>
<td>Quarterly</td>
</tr>
<tr>
<td>Veterinary Care</td>
<td>Number of veterinary visits</td>
<td>30</td>
</tr>
<tr>
<td>Pet Food</td>
<td>Number of pet food bank distributions</td>
<td>75</td>
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</table>

Outcome Objectives:

80% of West Hollywood clients responding to a satisfaction survey will report reduced stress because they and their companion animals receive services from PAWS/LA.

Agency Signature: Pamela Magitto

Executive Director

Title

8/18/2020

Date

City Approval: Joan Mothers

Date

8/18/2020
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009610 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Planned Parenthood, 400 W. 30th St., Los Angeles, CA 90007 (hereinafter referred to as the “CONTRACTOR”).

RECIDALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009610 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $88,552 by an additional $85,973, for a total of $174,525 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

The CONTRACTOR shall be compensated in an amount not to exceed $174,525 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Planned Parenthood

[Signature]
Sue Dunlap, Executive Director

CITY OF WEST HOLLYWOOD:

[Signature]
Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

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3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
## CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

### Exhibit A: Scope of Services 2020 - 2021

**Agency:** Planned Parenthood Los Angeles  
**Program:** Reproductive and Sexual Health Care Services

<table>
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<tr>
<th>SERVICE CATEGORIES</th>
<th>UNIT OF SERVICE</th>
<th>QUARTERLY</th>
<th>ANNUALLY</th>
<th>QUARTERLY</th>
<th>ANNUALLY</th>
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<tbody>
<tr>
<td>Reproductive and Sexual Health Services and Education</td>
<td>New, Unduplicated Patients</td>
<td>175</td>
<td>700</td>
<td>31,750</td>
<td>127,000</td>
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<tr>
<td></td>
<td>Total Patient Visits</td>
<td>225</td>
<td>900</td>
<td>59,250</td>
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<tr>
<td>HIV and STI Tests</td>
<td>Number of Tests</td>
<td>450</td>
<td>1,800</td>
<td>65,000</td>
<td>260,000</td>
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### Outcome Objectives:

80% of West Hollywood community members who test positive for HIV/STIs, or receive an abnormal lab result, will make a follow-up appointment to receive the appropriate treatment and will be provided with education and information to facilitate risk reduction.

---

*Signed by:*  
**CEO**  
8/27/2020  
**Agency Signature**  
**Title**  
**Date**

*Signed by:*  
**City Approval**  
8/18/2020  
**Date**
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009602 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Saban Community Clinic, 8405 Beverly Blvd., Los Angeles, CA 90048 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009602 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $205,625 by an additional $199,636, for a total of $405,261 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $405,261 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Saban Community Clinic

Muriel Nouwezem, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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Rules:

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Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

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2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclosure in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

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3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION  
Exhibit A: Scope of Services 2020-21

Agency: Saban Community Clinic  
Program: Healthcare Services

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
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</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td>Service Categories</td>
<td>Quarterly</td>
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<tr>
<td>General Health and Medical Services</td>
<td>New, Unduplicated Persons</td>
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<tr>
<td></td>
<td>Patient Visits</td>
</tr>
<tr>
<td>Dental Services</td>
<td>New, Unduplicated Persons</td>
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<tr>
<td></td>
<td>Patient Visits</td>
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<tr>
<td>Behavioral Health Services</td>
<td>New &amp; Ongoing Persons</td>
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<tr>
<td></td>
<td>Patient Visits</td>
</tr>
<tr>
<td>Insurance Enrollment Services</td>
<td>New, Unduplicated Persons</td>
</tr>
</tbody>
</table>

Outcome Objective:  
By the end of the contract year, a minimum of 50% of all City of West Hollywood patients would be tested for depression, with a follow-up plan provided to all patients who require one.
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009601 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as "CITY") and Episcopal Diocese of Los Angeles/Seeds of Hope, 840 Echo Park Ave., Los Angeles, CA 90026 (hereinafter referred to as the "CONTRACTOR").

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009601 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the "AGREEMENT").

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the "not-to-exceed" amount of $63,860 by an additional $62,000, for a total of $125,860 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   The CONTRACTOR shall be compensated in an amount not to exceed $125,860 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon...
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Episcopal Diocese of Los Angeles/ Seeds of Hope

Melissa McCarthy, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
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1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

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1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORS working on CONTRACTOR's behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

### Exhibit A: Scope of Services (2020-21)

**Agency:** Seeds of Hope  
**Program:** Garden-Based Nutrition Education and Fresh Produce Distribution

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Service Categories</strong></td>
<td><strong>West Hollywood</strong></td>
</tr>
<tr>
<td><strong>Unit of Service</strong></td>
<td><strong>Quarterly</strong></td>
</tr>
</tbody>
</table>
| Nutrition Education/Cooking Demonstrations  
Number of Classes  
Number of Participants (duplicated)  
Garden Construction & Maintenance  
Number of Gardens Constructed / Maintained  
Garden Workshops  
Number of Workshops  
Number of Participants (duplicated)  
Horticultural Therapy  
New, Unduplicated Participants  
Number of Sessions  
Number of Participants (duplicated)  
Fresh Produce Distribution  
New, Unduplicated Participants  
Servings Distributed  
Servings per Person | 24  
480  
8  
24  
480  
Report Actual  
24  
240  
Report Actual  
232,200  
600 | 96  
1,920  
8  
96  
960  
Report Actual  
387  
928,800  
600 | 112  
1,344  
34  
112  
33  
Report Actual  
750,000  
300 | 480  
5,376  
34  
480  
132  
1,320 | 5,376  
3,000,000  
1,200 |

**Outcome Objective:** By the end of the contract year, 80% of program participants will realize and/or have increased knowledge and resources to realize improved health outcomes by reducing food insecurity.

The following are six specific, measurable project objectives designed to offer life skills and create lifestyle changes supporting better health well beyond the project timeline:

**Objective 1** – Participants will increase their understanding of nutrition and how diet impacts health.

**Objective 2** – Participants will learn grocery shopping and cooking skills necessary to prepare healthy, affordable meals.
Objective 3 – Participants will learn to dramatically reduce the cost of fresh fruits and vegetables by growing their own.

Objective 4 – Participants will increase their physical activity through gardening and learn the skills necessary to continue this activity beyond the project timeline in the gardens constructed during the project.

Objective 5 – Participants will experience improved wellbeing through Horticultural Therapy.

Objective 6 – Participants will increase their consumption of fresh fruits and vegetables by receiving free produce during the project and by continuing to implement skills learned through project activities.
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein “AMENDMENT”) to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009612 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and St. Thomas the Apostle Church, 7501 Hollywood Blvd., Los Angeles, CA 90046 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009612 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $10,930 by an additional $10,612, for a total of $21,542 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:
   
   The CONTRACTOR shall be compensated in an amount not to exceed $21,542 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: St. Thomas the Apostle Church

Fr. Ian Davies, Executive Director

CITY OF WEST HOLLYWOOD:

Corn Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
THE CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

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1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORS working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD — DEPARTMENT OF HUMAN SERVICES — SOCIAL SERVICES DIVISION
Exhibit A: Scope of Services (2020-21)

Agency: St. Thomas the Apostle
Program: Homeless Services

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Categories</td>
<td>Unit of Service</td>
</tr>
<tr>
<td>Breakfast Program</td>
<td>New, Unduplicated Clients</td>
</tr>
<tr>
<td></td>
<td>Repeat Clients</td>
</tr>
<tr>
<td>Counseling/Referral</td>
<td>New, Unduplicated</td>
</tr>
<tr>
<td></td>
<td>Repeat Clients</td>
</tr>
<tr>
<td>Emergency Bags—Food and Hygiene Supplies</td>
<td>Bags Distributed</td>
</tr>
</tbody>
</table>

Outcome Objectives: 100% of our West Hollywood clients will experience relief from hunger and receive tools and resources to address challenges in their lives.

Administrator
8/21/2020

Agency Signature
Title

City Approval
Date
CITY OF WEST HOLLYWOOD

AMENDMENT No. 2 TO AGREEMENT FOR SERVICES

This Amendment No. 2 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009600 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Step Up on Second, 1328 Second St., Santa Monica, CA 90401 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 2 shall amend the original Agreement #009600 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $385,185 by an additional $373,966, for a total of $759,151 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $759,151 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Step Up on Second

Tod Lipka, Executive Director

CITY OF WEST HOLLYWOOD:

Cori Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

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Approved by City Council Minute Order on February 3, 2020
### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>West Hollywood</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Total Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outreach and Assessment</td>
<td>New, Unduplicated Ppl</td>
<td>20</td>
<td>80</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Street Supportive Services (i.e., medical and mental health care, food, blankets,</td>
<td>New, Unduplicated Ppl Services Delivered</td>
<td>18 Report Actual</td>
<td>72</td>
<td>N/A</td>
<td>-</td>
</tr>
<tr>
<td>Street Supportive Services (i.e., medical and mental health care, food, blankets,</td>
<td>New &amp; Ongoing Ppl Services Delivered</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
</tr>
<tr>
<td>Street Supportive Services (i.e., medical and mental health care, food, blankets,</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Step Up WEHO-MIT Enrollment</td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>15</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Permanent Housing</td>
<td>New, Unduplicated Placements</td>
<td>Report Actual</td>
<td>15</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Housing Retention Services (i.e., Psychosocial, Psychiatric, substance abuse and case</td>
<td>New, Unduplicated Clients Services Delivered</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>- Report Actual</td>
</tr>
<tr>
<td>Housing Retention Services (i.e., Psychosocial, Psychiatric, substance abuse and case</td>
<td>New &amp; Ongoing Clients Services Delivered</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>- Report Actual</td>
</tr>
<tr>
<td>Housing Retention Services (i.e., Psychosocial, Psychiatric, substance abuse and case</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Emergency Housing</td>
<td>New, Unduplicated placements</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Hotel/motel bed nights</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Individual Psychotherapy</td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>New &amp; Ongoing Clients</td>
<td>Report Actual</td>
<td>NA</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>Number of Sessions</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Service Description</td>
<td>New, Unduplicated</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>-------------------</td>
<td>---------------</td>
<td>---------------</td>
<td>---------------</td>
<td></td>
</tr>
<tr>
<td>Certified Addictions Treatment Counselor contacts</td>
<td></td>
<td></td>
<td>NA</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Number of Sessions</td>
<td></td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Psychiatrist contacts</td>
<td>New, Unduplicated</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>New, Ongoing Clients</td>
<td>Report Actual</td>
<td>NA</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Number of Sessions</td>
<td>Report Actual</td>
<td>Report Actual</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Outreach and Assessment (PrEP/PEP: Pilot Program)</td>
<td>New, Unduplicated</td>
<td>5</td>
<td>20</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Street Supportive Service – PrEP/PEP Pilot (i.e., of medical and mental health care and linkage to MD)</td>
<td>New, Unduplicated</td>
<td>3</td>
<td>12</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>Social Support (HIV support groups, e.g., positive outlook and social support groups, e.g., sex and love addicts anonymous)</td>
<td>New, Unduplicated</td>
<td>5</td>
<td>20</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**Outcome Objective:** By September 30, 2020, 15 West Hollywood homeless community members will secure permanent housing and receive services necessary to maintain housing stability.

**DocuSigned by:**

**Agency Signature**

**City Approval**

CEO

Title

Date: 8/20/2020

8/20/2020

Date
This Amendment No. 1 (herein “AMENDMENT”) to the Agreement is made on this 1st day of October, 2020 and amends Agreement #009598 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Tarzana Treatment Center Inc, 18646 Oxnard St., Tarzana, CA 91356 (hereinafter referred to as the “CONTRACTOR”).

**RECITALS**

A. This AMENDMENT No. 1 shall amend the Agreement #009598 dated October 1, 2019, between the CITY and CONTRACTOR (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENT to decrease the “not-to-exceed” amount of $135,050 by $110,050, for a total of $25,000.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:
   
   **CODE OF ETHICS.** CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend **Section 4, TERM OF CONTRACT** to read as follows:
   
   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend **Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT** to read as follows:

   For performance of such services, City will pay Operating Agency on a per-bed night reimbursement basis at the approved rate for residential substance abuse treatment services [High Level - ASAM 3.3: $249; Low Level – ASAM 3.1: $203; Inpatient Withdrawal – ASAM 3.2: $398; Recovery Bridge Housing: $50] as outlined in Exhibit A (Scope of Services), which shall constitute full and complete compensation for the Operating Agency’s performance of such services, not to exceed $25,000. Said sum shall be paid for full performance of those services described by Exhibit A (Scope of Services) to this Contract and may be adjusted for unsatisfactory performance of those services described by Exhibit A (Scope of Services) to this Contract.
Said compensation shall be paid on a reimbursement basis by the City out of the City’s General Fund. These monies are to be used by the Operating Agency only in the performance of the services described in Exhibit A (Scope of Services) to this contract and are to pay the costs of performance as described in Exhibit B (Budget) to this Contract. On the fifteenth calendar day of the subsequent quarter, Operating Agency shall submit to the City a Quarterly Invoice documenting service provided in the previous quarter.

On the fifteenth calendar day of the subsequent quarter, Operating Agency shall submit to the City a Quarterly Program Report documenting the services provided in the previous quarter.

If the total of the payments from the City exceeds the cost of the services performed, the payments from the City may be adjusted accordingly. On or before October 31, 2021, Operating Agency shall submit to the City a final report documenting the cost of services provided in the grant year.

Any money received by the Operating Agency hereunder and not expended for expenses incurred pursuant hereto in accordance with Exhibit B (Budget) to this contract and during the term of this contract shall be returned promptly to the City upon the expiration or termination of the term of this contract.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 1 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Tarzana

Albert Senella, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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Rules:

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independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations
of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR
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effectively.

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CONTRACTOR has worked with the CITY to establish a mutual understanding of the
objectives, scope, work plan, and fee arrangements.

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that is not public knowledge, take reasonable steps to prevent it from access by
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information, either for use by CONTRACTOR or any third party, without the CITY’s
express written permission.

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CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be
impaired.
Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

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Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

#### Exhibit A: Scope of Services (2020-21)

<table>
<thead>
<tr>
<th>Agency: Tarzana Treatment Centers Inc.</th>
<th>Program: Substance Use Disorder (SUD) Treatment Services</th>
</tr>
</thead>
</table>

#### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inpatient Withdrawal Management (ASAM 3.2 - 5 days)</td>
<td>Inpatient Treatment Days</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td>Residential Treatment - High Intensity (ASAM 3.3)</td>
<td>Residential Treatment Days</td>
<td>Report Actual</td>
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<td></td>
<td>New, Unduplicated Clients</td>
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<tr>
<td></td>
<td>New and Ongoing Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td>Residential Treatment – Low Intensity (ASAM 3.1)</td>
<td>Residential Treatment Days</td>
<td>Report Actual</td>
<td>Report Actual</td>
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<tr>
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<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td>Transitional/Recovery Bridge Housing</td>
<td>Residential Treatment Days</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New, Unduplicated Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
<tr>
<td></td>
<td>New and Ongoing Clients</td>
<td>Report Actual</td>
<td>Report Actual</td>
</tr>
</tbody>
</table>

- New, unduplicated refers to clients who are receiving services for the first time in the contract year. They should be counted once in the current contract year even if they were served in the previous contract year.
- New and Ongoing refers to clients listed as new, unduplicated for the quarter plus ongoing clients from previous quarters who remain in service.
Outcome Objectives: Annually, a minimum of 70% of ASAM 3.2 clients will complete treatment and a minimum of 44% of ASAM 3.1 and 3.3 clients will complete treatment. A minimum of 75% of clients will complete Transitional/Recovery Bridge Housing. A minimum of 75% of all SUD clients will indicate satisfaction (Good, Very good or Excellent) with the degree to which treatment helped them with SUD.

Jose Salazar
Director
8/21/2020

Agency Signature
Title
Date

8/20/2020

City Approval
Date
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein “AMENDMENT”) to the Agreement and prior Amendments, is made on this 1st day of October, 2020 and amends Agreement #009597 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Trans Can Work, Inc., 5050 Kanan Rd., Agoura Hills, CA 91301 (hereinafter referred to as the “CONTRACTOR”).

RE C I T A L S

A. This AMENDMENT No. 3 shall amend the original Agreement #009597 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated February 19, 2020 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $94,068 by an additional $52,493, for a total of $146,561 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $146,561 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
CITY OF WEST HOLLYWOOD
AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Trans Can Work, Inc.

CITY OF WEST HOLLYWOOD:

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

The purpose of this Code of Ethics ("Code of Ethics") is to define the ethical standards for CONTRACTORS providing services to the CITY of West Hollywood. This Code of Ethics consists of policies and implementing rules intended to advance the CITY’s goals of providing professional services to the public. All CONTRACTORS hired by the CITY shall pledge in writing to abide by the CITY’s Code of Ethics.

Policy 1. CONTRACTORS shall be committed to the CITY.

Rules:

1.1 CONTRACTOR will serve the CITY with integrity, competence, independence, objectivity, and professionalism.

1.2 CONTRACTOR will mutually establish with the CITY realistic expectations of the benefits and the results of the services.

1.3 CONTRACTOR will only accept assignments for which CONTRACTOR possesses the requisite experience and competence to perform and will only assign staff or engage colleagues with the knowledge and expertise needed to serve the CITY effectively.

1.4 Before accepting any engagement, CONTRACTOR will ensure that CONTRACTOR has worked with the CITY to establish a mutual understanding of the objectives, scope, work plan, and fee arrangements.

1.5 CONTRACTOR will treat appropriately all confidential CITY information that is not public knowledge, take reasonable steps to prevent it from access by unauthorized people, and will not take advantage of proprietary or privileged information, either for use by CONTRACTOR or any third party, without the CITY’s express written permission.

1.6 CONTRACTOR will avoid conflicts of interest or the appearance of such and will immediately disclose to the CITY circumstances or interests that CONTRACTOR believe may influence the judgment or objectivity of CONTRACTOR.

1.7 CONTRACTOR will offer to withdraw from a consulting assignment when CONTRACTOR believes the objectivity or integrity of the CONTRACTOR may be impaired.
CITY OF WEST HOLLYWOOD  
CODE OF ETHICS FOR CONTRACTORS

Policy 2. CONTRACTORS shall be committed to fiscal integrity.

Rules:

2.1 CONTRACTOR will agree in advance with the CITY on the basis for fees and expenses and will charge fees that are reasonable and commensurate with the services delivered and the responsibility accepted.

2.2 CONTRACTOR will not accept commissions, remuneration, or other benefits from a third party in connection with the recommendations to the CITY and will disclose in advance any financial interests that form any part of recommendations to the CITY.

Policy 3. CONTRACTORS shall be committed to the public and the profession.

Rules:

3.1 CONTRACTOR will report to the CITY Manager any violation of this Code of Ethics, dangerous behavior, or illegal activities witnessed by the CONTRACTOR during the performance of the services for the CITY.

3.2 CONTRACTOR will respect the rights of consulting colleagues and consulting firms and will not use their proprietary information or methodologies without permission.

3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
### CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services

**Agency:** Trans Can Work  
**Program:** TCW Career Services

<table>
<thead>
<tr>
<th>PROJECT OBJECTIVES</th>
<th>NUMERICAL GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>West Hollywood</td>
</tr>
<tr>
<td></td>
<td>Quarterly</td>
</tr>
<tr>
<td>Service Categories</td>
<td></td>
</tr>
<tr>
<td>Outreach Contacts</td>
<td>Prospective Clients</td>
</tr>
<tr>
<td></td>
<td>West Hollywood Employers*</td>
</tr>
<tr>
<td>Intake</td>
<td>New, Unduplicated People</td>
</tr>
<tr>
<td>Job Seeker Services</td>
<td>Number of Work Shops Provided</td>
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<tr>
<td></td>
<td>Number of Hiring Events</td>
</tr>
<tr>
<td>Job Placement</td>
<td>Clients Placed into Full Time Employment</td>
</tr>
<tr>
<td>Training Placement</td>
<td>Clients Enrolled in Training Programs</td>
</tr>
<tr>
<td>Workplace Education</td>
<td>West Hollywood Employers Trained</td>
</tr>
</tbody>
</table>

* West Hollywood Businesses, West Hollywood Serving Non-profit Organizations, the City of West Hollywood and affiliated bodies.
Outcome Objectives
By the end of the contract year:
1.) 75% of organizations trained will report being better prepared to serve and engage transgender and gender non-conforming populations
2.) 60% of clients served will report being better prepared in their search for employment.

Agency Signature

Executive Director

Title

Date

City Approval

8/18/2020

Date
CITY OF WEST HOLLYWOOD

AMENDMENT No. 3 TO AGREEMENT FOR SERVICES

This Amendment No. 3 (herein "AMENDMENT") to the Agreement and prior Amendment, is made on this 1st day of October, 2020 and amends Agreement #009604 dated October 1, 2019, by and between the CITY OF WEST HOLLYWOOD, a municipal corporation (referred to herein as “CITY”) and Translatin@ Coalition, 3055 Wilshire Blvd., #350, Los Angeles, CA 90010 (hereinafter referred to as the “CONTRACTOR”).

RECITALS

A. This AMENDMENT No. 3 shall amend the original Agreement #009604 dated October 1, 2019, between the CITY and CONTRACTOR and the prior Amendment No. 1 dated October 21, 2019 and the prior Amendment No. 2 dated January 22, 2019 (hereinafter referred to as the “AGREEMENT”).

B. The parties now desire to amend the Agreement in order to extend the time of performance by twelve (12) additional months.

C. CITY and CONTRACTOR desire to amend the AGREEMENTS to increase the “not-to-exceed” amount of $85,989 by an additional $76,688, for a total of $162,677 to cover the costs of providing additional services.

NOW, THEREFORE, in consideration of the foregoing and the covenants and agreements set forth below, CITY and CONTRACTOR agree as follows:

1. Add Section 22.D, Code of Ethics to read as follows:

   CODE OF ETHICS. CONTRACTOR hereby affirms that it will abide by the provisions of the West Hollywood Code of Ethics throughout the term of this Agreement. A copy of the Code of Ethics is attached as Exhibit E.

2. Amend Section 4, TERM OF CONTRACT to read as follows:

   The term of this agreement shall commence upon execution by both parties and shall expire on September 30, 2021 unless extended in writing in advance by both parties.

3. Amend Section 5, COMPENSATION, METHOD OF PAYMENT, AND QUARTERLY REPORT to read as follows:

   The CONTRACTOR shall be compensated in an amount not to exceed $162,677 for services provided pursuant to this Agreement as described in “Exhibit A.” Compensation shall under no circumstances be increased except by written amendment of this Agreement. The CONTRACTOR shall receive regular monthly payments for services performed to the CITY’s satisfaction. The CONTRACTOR shall submit quarterly cost reports based on the agreed upon
budget, accompanied by required supporting documentation and any other information requested by the CITY.
Except as herein amended, in all other respects the Agreements are reaffirmed and are in full force and effect.

Executed on this October 1, 2020.

CONTRACTOR: Translatin@ Coalition

Bamby Salcedo, Executive Director

CITY OF WEST HOLLYWOOD:

Corri Planck, Acting Department Director

Paul Arevalo, City Manager

ATTEST:

Yvonne Quarker, City Clerk
EXHIBIT E

CITY OF WEST HOLLYWOOD
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CITY OF WEST HOLLYWOOD
CODE OF ETHICS FOR CONTRACTORS

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3.3 CONTRACTOR will represent the profession with integrity and professionalism in relations with clients, colleagues, and the general public.

3.4 CONTRACTOR will not advertise services in a deceptive manner or misrepresent or denigrate individual consulting practitioners, consulting firms, or the consulting profession.

3.5 CONTRACTOR will promote adherence to the Code of Ethics by other member CONTRACTORs working on CONTRACTOR’s behalf.

Approved by City Council Minute Order on February 3, 2020
CITY OF WEST HOLLYWOOD – DEPARTMENT OF HUMAN SERVICES – SOCIAL SERVICES DIVISION

Exhibit A: Scope of Services (2020-21)

**Agency:** The TransLatin@ Coalition  
**Program:** T.R.U.E. (Transforming Resources and Unveiling Excellence)

### PROJECT OBJECTIVES

<table>
<thead>
<tr>
<th>Service Categories</th>
<th>Unit of Service</th>
<th>Quarterly</th>
<th>Annually</th>
<th>Quarterly</th>
<th>Annually</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outreach and Engagement</td>
<td>Outreach Contacts</td>
<td>36</td>
<td>144</td>
<td>N/A</td>
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<tr>
<td>Intake</td>
<td>New, Unduplicated Persons</td>
<td>12</td>
<td>48</td>
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<td>Peer Case Management</td>
<td>New, Unduplicated Persons</td>
<td>8</td>
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<td></td>
<td>New and Ongoing Persons</td>
<td>30</td>
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<td>Linkage to Medical, Mental Health, Substance Abuse</td>
<td>Referral and Linkage</td>
<td>30</td>
<td>120</td>
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<tr>
<td>Treatment and Housing Services</td>
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<td></td>
<td></td>
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</table>

### Outcome Objectives:

By the end of the program year, 65% of clients receiving Peer Case Management services will report an increase in stability (i.e. transitional/permanent housing, job training and increased knowledge and access to available Social Services programming).

**Agency Signature**  
**President & CEO**  
**Title**  
**Date**  

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**City Approval**  
**Date**  

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