

# CONTRACT SUMMARY SHEET

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

DATE: January 3, 2024

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

**FORM MUST BE TYPEWRITTEN**

FROM (DEPARTMENT): Los Angeles Housing Department

CONTACT PERSON: Cathy Castro PHONE: (213) 808-8649

CONTRACT NO.: C-138260

COUNCIL FILE NO.: 23-0038

ADOPTED BY COUNCIL: 08/29/23 & 10/31/23  
DATE

APPROVED BY BPW: \_\_\_\_\_  
DATE

NEW CONTRACT \_\_\_\_\_  
AMENDMENT NO. 6  
ADDENDUM NO. \_\_\_\_\_  
SUPPLEMENTAL NO. \_\_\_\_\_  
CHANGE ORDER NO. \_\_\_\_\_

CONTRACTOR NAME: Legal Aid Foundation of Los Angeles

TERM OF CONTRACT: 04/26/2021 THROUGH: 06/30/2025

TOTAL AMOUNT: \$67,235,420.20

## PURPOSE OF CONTRACT:

Contractor shall perform services for the eviction defense and prevention programs and conduct targeted Tenant Anti-Harassment Ordinance outreach and education. This 6th amendment adds \$29,658,596 of United to House LA (Measure ULA) funds for a new contract total of \$67,235,420.20.

**NOTE: CONTRACTS ARE PUBLIC RECORDS - SCANNED AND UPLOADED TO THE INTERNET**

**PRINT**

SIXTH AMENDMENT  
TO AGREEMENT NUMBER C-138260 OF CITY OF LOS ANGELES CONTRACT  
BETWEEN  
THE CITY OF LOS ANGELES  
AND  
LEGAL AID FOUNDATION OF LOS ANGELES

THIS SIXTH AMENDMENT to Agreement Number C-138260 of the City of Los Angeles Contract is made and entered into by and between the City of Los Angeles (“City”), a municipal corporation, and Legal Aid Foundation of Los Angeles (“Contractor”), a California nonprofit corporation.

WITNESSETH

WHEREAS, the City and the Contractor have entered into an agreement wherein Contractor shall provide certain services, said agreement effective April 26, 2021, which together with all amendments thereto shall hereinafter be referred to as the Agreement; and

WHEREAS, Exhibit A, PSC-5, of the Agreement provides for amendments to the Agreement; and

WHEREAS, on July 7, 2021, the City and Contractor entered into the First Amendment to (a) add additional funds in the amount of Five Hundred Thousand Dollars (\$500,000) for a new total of Seven Million Six Hundred Fourteen Thousand Five Hundred Ten Dollars (\$7,614,510); and (b) amend Exhibit G to add additional scope of work; and

WHEREAS, on May 24, 2022, the City and Contractor entered into the Second Amendment to (a) add additional funds in the amount of One Hundred Fifty-Three Thousand Dollars (\$153,000) for a new total of Seven Million Seven Hundred Sixty-Seven Thousand Five Hundred Ten Dollars (\$7,767,510); and (b) extend the term of the Agreement to June 30, 2024; and

WHEREAS, on August 3, 2022, the City and Contractor entered into the Third Amendment to (a) add additional funds in the amount of Two Million Eight Hundred Eighty-Five Thousand Six Hundred Thirty-Nine Dollars (\$2,885,639) for a new total of Ten Million Six Hundred Fifty-Three Thousand One Hundred Forty-Nine Dollars (\$10,653,149); and (b) amend Exhibit G to add additional scope of work; and

WHEREAS, on December 19, 2022, the City and Contractor entered into the Fourth Amendment to (a) add additional funds in the amount of Sixteen Million Nine Hundred Twenty-Three Thousand Six Hundred Seventy-Five Dollars and Twenty Cents (\$16,923,675.20) for a new total of Twenty-Seven Million Five Hundred Seventy-Six Thousand Eight Hundred Twenty-Four Dollars and Twenty Cents (\$27,576,824.20); and (b) extend the term of the Agreement to June 30, 2025; and

WHEREAS, on May 10, 2023, the City and Contractor entered into the Fifth Amendment to (a) add additional funds in the amount of Ten Million Dollars (\$10,000,000) for a new total of Thirty-Seven Million Five Hundred Seventy-Six Thousand Eight Hundred Twenty-Four Dollars

and Twenty Cents (\$37,576,824.20); and (b) amend Exhibit G to add additional scope of work; and

WHEREAS, the City and the Contractor are desirous of further amending the Agreement as authorized by the City Council and the Mayor (Council File Number 23-0038 adopted by City Council on August 29, 2023 and October 31, 2023, and concurred by the Mayor on September 11, 2023 and November 2, 2023, respectively), which authorizes the General Manager of the City's Los Angeles Housing Department ("LAHD") to prepare and execute an amendment to the Agreement for the purpose of: (a) adding additional funds in the amount of **Twenty-Nine Million Six Hundred Fifty-Eight Thousand Five Hundred Ninety-Six Dollars (\$29,658,596)** for a new total of **Sixty-Seven Million Two Hundred Thirty-Five Thousand Four Hundred Twenty Dollars and Twenty Cents (\$67,235,420.20)**; (b) adding Exhibit K, ULA Homeless Prevention Program Budget; and (c) making such other changes as are required in connection with the foregoing, all as detailed elsewhere in this Amendment; and

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

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

[Remainder of page intentionally left blank.]

## SIXTH AMENDMENT

§1. Amend Section 102.B, “Notices” by deleting it in its entirety and replacing it with the following:

“B. The Contractor, represented by:

Silvia R. Argueta, Executive Director  
Legal Aid Foundation of Los Angeles  
1550 W 8<sup>th</sup> Street  
Los Angeles, CA 90017  
sargueta@lafla.org

With copies to:

Barbara Schultz, Director of Housing Justice  
Legal Aid Foundation of Los Angeles  
bschultz@lafla.org”

§2. Amend Section 301.A, “Compensation,” by deleting paragraph “1” and replacing it with the following:

“1. The City shall pay Contractor an amount not to exceed Sixty-Seven Million Two Hundred Thirty-Five Thousand Four Hundred Twenty Dollars and Twenty Cents (**\$67,235,420.20**), for the complete and satisfactory performance of the Scope of Work. These funds shall be allocated from Community Development Block Grant (CDBG) funds, the City’s General Funds, the Emergency Rental Assistance Program (ERAP) funds, the SB 2 Permanent Local Housing Allocation (PLHA) funds, the American Rescue Plan Act of 2021 (P.L. 117-2) for the Home Investment Partnerships Program (HOME-ARP), and the United to House LA (Measure ULA) funds, and shall be expended in accordance with the approved Budget. Contractor’s right to receive compensation is conditioned upon approval of the Budget by the City, compliance with the City’s indemnification and insurance requirements, satisfactory performance of the Scope of Work, and compliance with the terms and conditions contained herein. With respect to eligibility requirements and legal services provided in Exhibit G (as amended), Scope of Work, under the sections entitled: a) ‘Stayed Housed LA CD-10 and CD-11’, as to the use of the \$500,000 authorized specifically for outreach in CD 10 (Council File Number 20-0600-S83) and the \$253,000 authorized specifically for outreach in CD 11 (Council File Number 22 0414 and 22-0414-S1), such items funded by the City’s General Fund and b) ‘Task 8: United to House LA (Measure ULA) Eviction Defense/Prevention and Tenant Outreach and Education,’ as to the use of the \$29,658,596 authorized specifically for the City’s Homelessness Prevention Programs of Eviction Defense/Prevention and Tenant Outreach and Education (Council File Number 23-0038), such items funded by Measure ULA funds, the Contractor shall not be subject to Community Development Block Grant-CV or HOME-ARP funding requirements. Disbursement of HOME-ARP funds may not be requested until the HOME-ARP funds are needed for reimbursement of eligible costs.”

This amendment adds Twenty-Nine Million Six Hundred Fifty-Eight Thousand Five Hundred Ninety-Six Dollars (\$29,658,596) in Measure ULA funds.

- §3. Amend Exhibit G, “Scope of Work,” to add Task 8, “United to House LA (Measure ULA) Eviction Defense/Prevention and Tenant Outreach and Education and Protections from Tenant Harassment” as follows:

**“Task 8: United to House LA (Measure ULA) Eviction Defense/Prevention and Tenant Outreach and Education and Protections from Tenant Harassment**

The United to House LA (Measure ULA) Homelessness Prevention Program, allocates ten percent (10%) of the overall revenue for eviction defense and prevention by providing funding for a right-to-counsel program to provide housing-related legal services to lower income household tenants threatened with eviction.

Measure ULA allocates two percent (2%) of the overall program revenue to provide tenant outreach, education, and navigation services, including but not limited to providing information about tenant rights and the Homelessness Prevention Program. Outreach, education, and navigation services may include mass mailing, targeted marketing, data visualization, and public websites.

In addition, Measure ULA allocates three percent (3%) of the overall program revenue for protections from tenant harassment to fund non-profit organizations and City services to monitor and enforce protections against tenant harassment and other tenant rights, and to inform tenants of such protections and support them in exercising their rights. At least thirty percent (30%) of the protections from tenant harassment expenditure shall fund programs led by non-profit organizations.

- A. Contractor shall carry out and perform services for the Eviction Defense/Prevention, Tenant Outreach and Education and Protections from Tenant Harassment under the Homelessness Prevention Program in accordance with the approved Measure ULA Program guidelines.”

- §4. Amend to add Exhibit K, “ULA Homelessness Prevention Program Budget,” attached hereto and incorporated herein.

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

- §6. This Amendment is executed in three (3) duplicate originals, each of which is deemed to be an original. This Amendment includes five (5) pages and Exhibit K which constitute the entire understanding and agreement of the parties. Alternatively, this Amendment may be executed with electronic signatures, resulting in an electronic final original, which shall be uploaded to the LACityClerk Connect website.

IN WITNESS WHEREOF, the City of Los Angeles and the Contractor have caused this Sixth Amendment to be executed by their duly authorized representatives.

APPROVED AS TO FORM:  
HYDEE FELDSTEIN SOTO, City Attorney

Executed this 11th day of January ~~2023~~ <sup>2024</sup>

By Todd Leung  
Deputy/Assistant City Attorney

For: CITY OF LOS ANGELES

ANN SEWILL  
General Manager  
Los Angeles Housing Department

Date 1/16/2024

By [Signature]  
Luz C. Santiago  
Assistant General Manager

ATTEST:  
HOLLY L. WOLCOTT, City Clerk

By [Signature]   
Deputy City Clerk

Date 01/16/2024

Executed this 2nd day of January 2024

For: LEGAL AID FOUNDATION OF  
LOS ANGELES

(Contractor's Corporate Seal)

By [Signature]  
Silvia Argueta  
Executive Director

Unique Entity Identification Number: PA3DKB9K8YA3  
City Business License Number: 0000017314-0001-2  
Internal Revenue Service ID Number: 95-1684067  
FAIN ID: M21-MP060519  
CFDA Number: HOME 14.239  
Council File/CAO File Number: 23-0038; Dates of Approval: 09/11/2023 and 11/02/2023  
Said Agreement is Number C-138260 of City Contracts, Amendment 6



**EXHIBIT K**  
**ULA HOMELESSNESS PREVENTION PROGRAM BUDGET**

**Legal Aid Foundation of Los Angeles**  
**ULA Homelessness Prevention Program Budget**  
**Eviction Defense/ Prevention, Tenant Outreach and Education**  
**and Tenant Anti-Harassment Ordinance Outreach and Education**

		<b>FY</b> <b>2023/2024</b>	<b>FY</b> <b>2024/2025</b>	<b>Total</b>
Personnel Costs	Salaries	660,086	2,499,180	3,159,266
	Fringe Benefits	204,627	774,746	979,372
	<b>Subtotal</b>	<b>864,712</b>	<b>3,273,926</b>	<b>4,138,638</b>
Direct Costs	Rent	31,358	148,460	179,818
	Other Occupancy Expense	28,502	130,801	159,303
	Office Supplies	5,244	19,227	24,471
	Postage, Messenger & Overnight	1,090	3,875	4,965
	Equipment Rental	8,641	30,889	39,531
	Equipment Maintenance	10,893	38,938	49,832
	Telephone	17,170	62,973	80,143
	Travel	298	1,120	1,419
	Training	2,722	10,720	13,443
	Library	5,745	21,787	27,532
	Insurance	12,081	41,479	53,561
	Litigation	13,053	47,217	60,270
	Dues	1,733	6,404	8,137
	Other	3,504	11,607	15,110
	Website	20,403	39,210	59,613
	Interpretations and Translation	6,183	11,882	18,065
Contract Services	6,183	11,882	18,065	
	<b>Subtotal</b>	<b>174,803</b>	<b>638,472</b>	<b>813,275</b>
Rental Assistance Costs	HRC - Rental Assistance	2,620,670	3,840,567	6,461,237
	HRC - Rental Assistance Admin	182,335	768,113	950,448
	<b>Subtotal</b>	<b>2,803,005</b>	<b>4,608,680</b>	<b>7,411,685</b>

Subcontractor Costs	<b>Tenant Anti-Harassment Ordinance Outreach and Education</b>			
	TAHO Outreach & Education Services Provider(s)	1,829,298	1,829,298	3,658,596
	<b>Subtotal</b>	<b>1,829,298</b>	<b>1,829,298</b>	<b>3,658,596</b>
	<b>Tenant Outreach and Education</b>			
	Liberty Hill Foundation	755,523	2,244,477	3,000,000
	<b>Subtotal</b>	<b>755,523</b>	<b>2,244,477</b>	<b>3,000,000</b>
	<b>Legal Services</b>			
	Basta Universal	382,069	1,401,807	1,783,876
	Bet Tzedek	340,147	1,209,779	1,549,925
	Eviction Defense Network	203,705	960,142	1,163,847
	Inner City Law Center	666,589	2,304,340	2,970,929
	Neighborhood Legal Services	281,318	1,190,576	1,471,894
	<b>Subtotal</b>	<b>1,873,828</b>	<b>7,066,643</b>	<b>8,940,471</b>
	<b>Program-wide Services</b>			
	AJSocal	43,441	268,957	312,398
	Inner City Law Center UD Answer Tool	82,165	349,366	431,531
	Mental Health Advocacy Services, Inc.	43,268	197,406	240,675
	Neighborhood Legal Services Paralegal Project	35,428	150,641	186,069
	<b>Subtotal</b>	<b>204,302</b>	<b>966,371</b>	<b>1,170,673</b>
Indirect Costs	Indirect Costs	125,952	399,305	525,257
	<b>Subtotal</b>	<b>125,952</b>	<b>399,305</b>	<b>525,257</b>
<b>Total</b>		<b>8,631,423</b>	<b>21,027,173</b>	<b>29,658,596</b>