

### Contract Summary Form

OC Expediter Requisition #: 1780630

#### Friendship Shelter, Inc. - Regional Care Coordination Services in the South Service Planning Area

#### SUMMARY OF SIGNIFICANT CHANGES

Contract for Regional Care Coordination Services provides targeted outreach services that help respond to and address the unsheltered homeless conditions and provide comprehensive care coordination in the South Service Planning Area.

#### SUBCONTRACTORS

**This contract does not include subcontractors or pass through to other providers.**

#### Friendship Shelter Budget:

	PERIOD 1 December 15, 2023, to June 30, 2024	PERIOD 2 July 1, 2024, to June 30, 2025	PERIOD 3 July 1, 2025, to June 30, 2026	PERIOD 4 July 1, 2026, to June 30, 2027
<b>ADMINISTRATIVE COSTS</b>				
Salaries	\$13,052.21	\$23,454.08	\$26,278.97	\$49,717.36
Benefits	\$1,646.06	\$5,394.44	\$ 6,044.16	\$11,383.47
Services and Supplies	\$3,250.00	\$6,180.00	\$ 6,365.40	\$11,485.62
Indirect Costs	\$16,396.24	\$54,491.68	\$56,642.33	\$36,504.46
<b>TOTAL ADMINISTRATION COSTS</b>	<b>\$34,344.51</b>	<b>\$89,520.20</b>	<b>\$95,330.86</b>	<b>\$109,090.91</b>
<b>PROGRAM COSTS</b>				
Salaries	\$316,967.08	\$625,092.63	\$659,527.18	\$720,056.85
Benefits	\$44,503.22	\$137,842.99	\$151,691.26	\$165,613.08
Services & Supplies	\$119,832.04	\$209,394.38	\$228,450.70	\$205,239.16
<b>SUBTOTAL PROGRAM COSTS</b>	<b>\$481,302.34</b>	<b>\$972,330.00</b>	<b>\$1,039,669.14</b>	<b>\$1,090,909.09</b>
<b>TOTAL GROSS COSTS</b>	<b>\$515,646.85</b>	<b>\$1,061,850.20</b>	<b>\$1,135,000.00</b>	<b>\$1,200,000.00</b>
<b>TOTAL AMOUNT FOR ONE PERIODS THROUGH FOUR:</b>				<b>\$3,912,497.05</b>

## Friendship Shelter FTEs:

	<b>PERIOD 1 December 15, 2023, to June 30, 2024</b>	<b>PERIOD 2 July 1, 2024, to June 30, 2025</b>	<b>PERIOD 3 July 1, 2025, to June 30, 2026</b>	<b>PERIOD 4 July 1, 2026, to June 30, 2027</b>
<b>DIRECT ADMINISTRATION – POSITION FTE’S</b>				
Account Payable Specialist	0.00	0.00	0.00	0.10
Contracts Manager	0.03	0.03	0.03	0.10
Chief Strategy & Compliance Officer	0.00	0.00	0.00	0.08
Accountant Assistant	0.00	0.00	0.00	0.05
Accounting Manager	0.00	0.00	0.00	0.05
Associate Director of Human Resources	0.00	0.00	0.00	0.05
Director of Finance	0.03	0.03	0.03	0.05
Human Resource Coordinator	0.00	0.00	0.00	0.05
County Executive Officer	0.00	0.00	0.00	0.04
Chief Operating Officer	0.01	0.01	0.01	0.01
Accounting and Payroll Administrator	0.05	0.05	0.05	0.00
Accounts Payable	0.00	0.00	0.00	0.00
Director of Human Resources	0.03	0.03	0.03	0.00
Director of Program Dev. and Compliance	0.05	0.05	0.05	0.00
Director of Services	0.05	0.05	0.05	0.00
Executive Director	0.01	0.01	0.01	0.00
Finance and Compliance Assistant	0.03	0.03	0.03	0.00
<b>TOTAL ADMINISTRATIVE FTES</b>	<b>0.29</b>	<b>0.29</b>	<b>0.29</b>	<b>0.58</b>
<b>PROGRAM ADMINISTRATION – POSITION FTE’S</b>				
Housing Coordinator	4.00	4.00	4.00	0.00
SOAR Specialist	3.00	3.00	3.00	3.00
SOAR Supervisor	1.00	1.00	1.00	0.00
RCC Program Manager	1.00	1.00	1.00	1.00
Housing Locator	0.50	0.50	0.50	0.00
Director of Services	0.20	0.20	0.20	0.10
Compliance Associate	1.00	1.00	1.00	1.00
Data and IT Manager	0.05	0.05	0.05	0.00
Data Associate	0.05	0.05	0.05	0.10
Supportive Services Supervisor	0.00	0.40	0.40	0.00

RCC Supportive Services Supervisor	0.00	0.00	0.00	1.00
Intensive Case Manager	0.00	0.00	0.00	5.00
Associate Director of Services	0.00	0.00	0.00	0.25
Compliance and Systems Manager	0.00	0.00	0.00	0.10
Compliance and Systems Supervisor	0.00	0.00	0.00	0.30
<b>TOTAL PROGRAM FTES</b>	<b>10.80</b>	11.20	11.20	11.85
<b>TOTAL CONTRACT FTES</b>	<b>11.09</b>	<b>11.49</b>	<b>11.49</b>	<b>12.43</b>