

AMENDMENT NO. 1
Subrecipient Contract No. 32001954

Subrecipient Contract No. 320001954 between the City of Portland (City), acting by and through its Portland Housing Bureau (PHB), and Housing Development Center, Inc. (HDC) (Subrecipient) is hereby amended as follows:

3. Scope of Services, Table A: Contracted Services, is amended to read:

Table A: Contracted Programs

Program Title	Budgeted Amount (Revised 1/30/2020)	Fund Source
Risk Mitigation Pool (RMP) Program	\$290,000	HIF
Technical Assistance Program (TAP)	\$12,000	CDBG
TOTAL	\$302,000	

4. Compensation is amended to read:

Total compensation under the Contract shall not to exceed a base award of \$302,000, comprised of \$290,000 in Housing Investment Funds (HIF) and \$12,000 of Community Development Block Grant (CDBG) funds. The compensation requirements are contained in Section I.

I. Compensation and Method of Payment, item D, is amended to read:

- D. Total compensation under this contract shall not exceed THREE HUNDRED AND TWO THOUSAND DOLLARS (\$302,000), the combined amounts of TWO HUNDRED AND NINETY THOUSAND DOLLARS (\$290,000) in HIF and TWELVE THOUSAND DOLLARS (\$12,000) in CDBG funding.

Exhibit A, Section V. Compensation and Method of Payment, item D, is amended to read:

- D. Total compensation for the RMP Program under this Contract shall not exceed **TWO HUNDRED AND NINETY THOUSAND DOLLARS (\$290,000)**.

Exhibit E and Exhibit F are amended to read:

Exhibit E
Budget FY 2019-20
Housing Development Center

Risk Mitigation Pool (RMP)

Program Administration	9,500
Processing Claims	9,600
Claims Pool	270,900
TOTAL (HIF)	\$290,000

Technical Assistance Program (TAP)

Admin Direct	6,500
Admin Indirect	5,500
TOTAL (CDBG)	\$12,000

CONTRACT TOTAL	\$302,000
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Exhibit F

Housing Development Center
Payment Invoice

Risk Mitigation Pool and Technical Assistance Program

To: City of Portland
Portland Housing Bureau
421 SW 6th Ave., Suite # 500
Portland, OR 97204
Attn: Jennifer Chang

Request for Payment #: _____ Billing Period: _____

Contract Number: 32001954

BUDGET CATEGORY	CONTRACTED BUDGET	AMOUNT THIS BILL	AMOUNT BILLED TO DATE	BALANCE
RMP Claims Pool	\$270,900.00			
RMP Administration	9,500.00			
RPM Claims Processing Fee	9,600.00			
RMP Subtotal (HIF)	\$290,000.00			
TAP Program and Direct Admin	6,500.00			
TAP Indirect Costs	5,500.00			
TAP Subtotal (CDBG Admin)	\$12,000.00			
CONTRACT TOTAL	\$302,000.00			

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Preparer's Name & Title: _____ Date: _____

Signature

Email: _____ Phone: _____

Authorizing Signature: _____ Date: _____

NOTE: This form must be recreated on the agency's letterhead that includes contact information or the invoice will not be valid.

All other terms and conditions of this contract remain the same.

HOUSING DEVELOPMENT CENTER

DO NOT EXECUTE

Joni Hartmann _____ Date
Executive Director
Housing Development Center

CITY OF PORTLAND

DO NOT EXECUTE

Shannon Callahan _____ Date
Director
Portland Housing Bureau

APPROVED AS TO FORM:

DO NOT EXECUTE

Wendy Hain _____ Date
City Attorney