

FIRST AMENDMENT  
TO  
CONTRACT FOR SERVICES

THIS FIRST AMENDMENT to the Contract for Services made effective April 15, 2014, is made and entered into July 31, 2015 (the "First Amendment") between CSG Advisors Incorporated, having an office located at One Post Street, Suite 2130, San Francisco, California 94104 ("Contractor"), and the HOUSING TRUST FUND CORPORATION, having its principal office at 38-40 State Street, Albany, New York 12207 ("HTFC").

WITNESSETH:

WHEREAS, on August 13, 2013, the New York State Housing Finance Agency, the State of New York Mortgage Agency, the State of New York Municipal Bond Bank Agency and the Tobacco Settlement Financing Corporation (Collectively, the "Affiliated Agencies") certified a pre-qualified panel of Financial Advisors originally established through the issuance of a Request for Proposal ("RFP") dated June 6, 2011; and

WHEREAS, pursuant to Subsection (v) of Section (b) of Article IV of the Procurement and Contract Guidelines of the Housing Trust Fund Corporation Establishing Standards for the Use, Award, Monitoring and Reporting of Procurement Contracts, as revised, HTFC may select contractors for any procurement activity from a pre-qualified panel of potential contractors, selected on the basis of an RFP, qualified by HTFC or by an Affiliated Agency; and

WHEREAS, CSG Advisors Incorporated is among those Financial Advisors found on the pre-qualified panel of potential contractors certified by the Affiliated Agencies on August 13, 2013; and

WHEREAS, HTFC and Contractor entered into a Contract for Services (the "Agreement") on April 15, 2014, pursuant to which Contractor provides certain services in support of HTFC's administration of the State of New York's Community Development Block Grant-Disaster Recovery ("CDBG-DR") program; and

WHEREAS, HTFC's Governor's Office of Storm Recovery ("GOSR") is specifically tasked with administering the State of New York's CDBG-DR program and therefore oversees and administers this particular Agreement; and

WHEREAS, the Term of the Agreement expired on April 15, 2015; and

WHEREAS, HTFC and Contractor desire to amend the Agreement by means of this First Amendment in order to extend the Term of the Agreement through December 31, 2015; and

NOW, THEREFORE, pursuant to and in consideration of the above, and other mutual covenants and obligations herein contained, it is

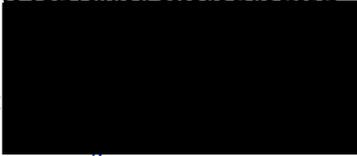
STIPULATED AND AGREED as follows:

1. The first sentence of Section 4 of the Agreement is hereby deleted and replaced with the following: "This Agreement shall commence as of the Effective Date and shall terminate on December 31, 2015."
2. Section 7(e) of the Agreement is hereby deleted and replaced with the following:
  - (e) The Contractor shall submit an electronic invoice to GOSR's invoice management system of record, Elation Systems. The Contractor, and all authorized subcontractors performing work pursuant to this Agreement, shall obtain an Elation Systems account by registering at <https://www.elationsys.com/app/Registration>. Each invoice submitted to Elation Systems must include all applicable supporting documentation, including but not limited to:
    - i. Name and address of the Contractor;
    - ii. Invoice date and number;
    - iii. Task Order number;
    - iv. Description of services, quantity of Services, unit or rate of measure of the items delivered;
    - v. If applicable, shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
    - vi. Terms of any discount for prompt payment offered;
    - vii. Receipts and expense reports;
    - viii. Subcontractor invoices;
    - ix. Federal and state forms;
    - x. Name and address of official to whom payment is to be sent;

- xi. Name, title, and phone number of person to notify in the event of defective invoice; and
  - xii. Additional information as reasonably required by GOSR.
3. Section 4 of Exhibit A to the Agreement, entitled "Scope of Services," is hereby deleted and replaced with the following:
4. For Purposes of this Scope of Services, Jaye Fox shall be the authorized GOSR representative, unless otherwise indicated by HTFC.
4. All other terms and conditions, including appendices, attachments, exhibits, riders and Letter Agreements to the Agreement are hereby continued in full force and effect as though set forth herein.

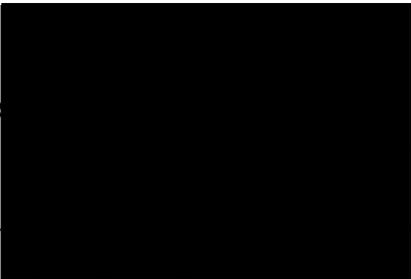
IN WITNESS WHEREOF, the parties executed this First Amendment on the day and year first above written.

**CSG Advisors Incorporated**

By: 

Name: John Hamilton  
Title: Principal  
Date July 27, 2015

**Hou**



By: \_\_\_\_\_  
Name: Lisa Bova-Hiatt  
Title: Acting Executive Director,  
Governor's Office of Storm Recovery  
Date: 7/31/15