

# Agenda Report

SEPTEMBER 14, 2009

TO: CITY COUNCIL

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO CONTRACT WITH THE ECUMENICAL COUNCIL OF PASADENA AREA CHURCHES AND UNION STATION HOMELESS SERVICES TO PROVIDE HOMELESS PREVENTION AND RAPID RE-HOUSING SERVICES

## **RECOMMENDATION:**

It is recommended that the City Council authorize the City Manager:

- 1) to enter into a contract with the Ecumenical Council of Pasadena Area Churches (ECPAC), in an amount not to exceed \$452,975, to provide Homeless Prevention services ; and
- 2) to enter into a contract with Union Station Homeless Services, in an amount not to exceed \$400,000, to provide Rapid Re-Housing services.

Competitive bidding is not required for these contracts pursuant to City Charter Section 1002(F), contracts for professional or unique services.

## **ADVISORY BODY RECOMMENDATION:**

The Human Services Commission will discuss this item at its regular meeting on September 9, 2009. Staff will report orally to the City Council on the action taken by the Human Services Commission.

## **BACKGROUND:**

The American Recovery and Reinvestment Act (ARRA), signed into law on February 17th, 2009, allocates funding to help families who are homeless or at risk of becoming homeless to pay rent, utility bills, and cover other housing expenses, and provides funds to help these families receive appropriate services related to housing search and retention.

The City will receive \$908,395 in Homeless Prevention and Rapid Re-Housing Program (HPRP) Funds to help very low-income families who are either homeless or at imminent risk of becoming homeless. These funds are targeted to providing financial and other assistance

to prevent individuals and families from becoming homeless and help those who are experiencing homelessness to be quickly re-housed and stabilized. The homeless prevention funding is targeted to assist renters; assistance to homeowners is not permissible with this funding source.

The City will enter into a grant agreement with HUD to receive the HPRP funds by September 1, 2009. Any agreements with sub-grantees must be executed by September 30, 2009. Sixty percent of HPRP funds must be spent within 2 years, and all of the funds must be obligated by the third year.

### **RFP Process**

A Request for Proposals (RFP) was issued on June 23, 2009 to allocate \$852,975 in HPRP Funds and select non-profit organizations to provide Homeless Prevention and Rapid Re-housing services. (The total HPRP funding is \$908,395. Of this, \$10,000 will be allocated to the Los Angeles County Housing Resource Center, a web-based housing locator database, to allow HPRP-funded agencies to access this resource for their clients, and \$45,420 will be used for administration. The remaining \$852,975 in funding was made available through the RFP.) Two agencies submitted proposals, and the RFP review panel, composed of one member from the Human Services Commission, one member from the Housing & Homeless Network, and one staff person from the City of Glendale Community Development Department, selected the Ecumenical Council of Pasadena Area Churches (ECPAC) to provide the Homeless Prevention services and Union Station Homeless Services to provide the Rapid Re-Housing services.

### **Ecumenical Council of Pasadena Area Churches**

ECPAC has provided Homeless Prevention Services through the Pasadena Homeless Prevention Program since the inception of that program in May, 2007. They propose to augment these Homeless Prevention Services with the HPRP funding. ECPAC will provide case management, money management, short-term rental and utility assistance, and referrals to 80 City of Pasadena residents who are at risk to homelessness over a 2-year period. Program participants will also be provided linkages to other ARRA-funded programs, including but not limited to the Foothill Employment & Training Connection and the Department of Public Social Services.

### **Union Station Homeless Services**

Union Station has provided homeless services in the City of Pasadena for over 35 years. They propose to provide case management, assistance in locating housing, short-term rental and utility assistance, and referrals to 40 City of Pasadena residents who are homeless over a 2-year period. Union Station will work with eligible households to develop a case plan that will allow the households to obtain housing that is sustainable beyond the period of HPRP assistance. Rapid Re-housing Program participants also will be provided linkages to other ARRA-funded programs, including but not limited to the Foothill Employment & Training Connection and the Department of Public Social Services.


**10-Year Strategy to End Homelessness**

The City developed a 10-Year Strategy to End Homelessness that was adopted by Council in July, 2005, and included the recommendation to launch the Pasadena Homeless Prevention Program and to support permanent housing for homeless households. Both the Homeless Prevention services and the Rapid Re-housing services as proposed by ECPAC and Union Station Homeless Services are in accordance with the 10-Year Strategy to End Homelessness.

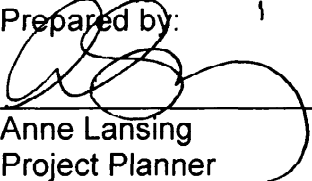
**FISCAL IMPACT:**

Approval of the subject recommendation will result in \$852,975 in HPRP funding to be allocated to ECPAC and Union Station Homeless Services over a two-year period for the purposes of providing Homeless Prevention & Rapid Re-housing services to very low-income households. As funding is provided by a federal grant, there is no General Fund impact.

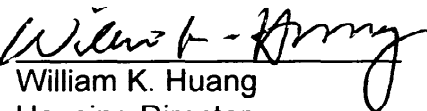
Respectfully Submitted,

  
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Michael J. Beck  
Chief Executive Officer

Prepared by:

  
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Anne Lansing  
Project Planner

Approved by:

  
\_\_\_\_\_  
William K. Huang  
Housing Director

Concurrence:

  
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Patricia A. Lane  
Human Services, Recreation, and  
Neighborhoods Director



Attachment #

**Disclosure Pursuant to the  
City of Pasadena Taxpayer Protection Amendment  
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than a 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

**Contractor Name:** Union Station Homeless Services

**Type of Entity:**  non-government  nonprofit 501(c)(3)

**Trustees, directors, partners, officers of Contractor**

Albert Alarr	Robert J. Floe	Randy Shulman
Kathryn Barger-Liebrich	James Hart	Arnie Siegel
Hilary Bradbury-Huang	John Horn	Greg Vanni
Joel Edstrom	Margo Kidushim	Lyla White
Ken Edwards	Diana Peterson More	
John Fairbanks	Elliot Sainer	
Nancy Fairchild	Bradley Schwartz	

**Those with more than a 10% equity, participation or revenue interest in Contractor**

Not Applicable

Prepared by: Cynthia Foster  
Title: Chief Operating Officer  
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Date: May 22, 2009