



Agenda Report

January 14, 2019

TO: Honorable Mayor and City Council

FROM: Department of Housing

SUBJECT: APPROVAL OF MEASURE H FUNDING RECOMMENDATIONS IN THE TOTAL AMOUNT OF \$1,087,925 FOR FISCAL YEARS 2018 AND 2019 AND AUTHORIZATION TO ENTER INTO CONTRACTS WITH UNION STATION HOMELESS SERVICES, ECUMENICAL COUNCIL OF PASADENA AREA CONGREGATIONS, DBA FRIENDS IN DEED, AND HATHAWAY-SYCAMORES CHILD AND FAMILY SERVICES TO PROVIDE HOMELESS SUPPORTIVE SERVICES

RECOMMENDATION:

It is recommended that the City Council:

- 1) Find that the recommended action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b)(3), the "General Rule" that CEQA only applies to projects that may have an effect on the environment;
- 2) Approve the 2018 Measure H funding recommendations as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code;
- 3) Authorize the City Manager to enter into three contracts with terms not to exceed eighteen months and concluding on June 30, 2020 to provide rapid rehousing, coordinated entry, and emergency shelter services to people experiencing homelessness with Union Station Homeless Services for the total amount of \$660,017;
- 4) Authorize the City Manager to enter into two contracts with terms not to exceed eighteen months and concluding on June 30, 2020 to provide homelessness prevention and emergency shelter services to people at-risk of or experiencing homelessness with Ecumenical Council of Pasadena Area Congregations, dba Friends In Deed, for the total amount of \$277,908;

- 5) Authorize the City Manager to enter into a contract with a term not to exceed eighteen months and concluding on June 30, 2020, to provide rapid rehousing services to Transitional Age Youth experiencing homelessness with Hathaway-Sycamores Child and Family Services in the amount of \$150,000; and
- 6) Authorize the City Manager to approve amendments to the contracts specified under Recommendations 3, 4, and 5 such that, subject to additional funding, the total contract award may be increased to a level that does not exceed the amount of any additional Measure H funds allocated by the Los Angeles County Chief Executive Office through the Los Angeles Homeless Services Authority, and that the term of the contract may be extended for up to three one-year periods.

BACKGROUND:

On October 15, 2018, Council approved and authorized the City to enter into a contract with Los Angeles Homeless Services Authority (LAHSA) to receive Measure H funding for Fiscal Years 2018 and 2019. The City anticipates receiving a total of \$1,326,405 for these two years. The City has been granted authorization by the Los Angeles County Chief Executive Office (CEO) to roll over funds from each of these fiscal years on to the next fiscal year. As a result, FY18 funds are available until the end of FY19, and FY19 funds are available until the end of FY20. This funding is only eligible to be used for four funding initiatives as determined by the Los Angeles County CEO: 1. Homelessness Prevention for Individuals, 2. Rapid Re-Housing for Single Adults, 3. Strengthening the Coordinated Entry System, and 4. Enhancing the Emergency Shelter System. The City was granted authority by the LA County CEO to utilize funding from the Rapid Rehousing initiative to fund a City staff position that will focus on housing retention for rental assistance participants. This position is included in the Department's FY19 budget. Shortly after Council's approval, the Department of Housing undertook a competitive selection process in order to identify community-based organizations that are well-suited to provide these housing and supportive services for people experiencing homelessness. The Department made available \$1,087,925 through the RFP. The \$238,480 of Measure H funds not available through the RFP will be spent on the new City staff position and City administrative costs.

Request for Proposals

The Department of Housing issued a Request for Proposals (RFP) on November 9, 2018 for a two (2) year funding request to select qualified agencies to operate and administer program(s) in each of the four funding areas. This funding opportunity was open to non-profit organizations, government agencies, and private businesses with proven experience or knowledge of the homeless system of care. The RFP was transmitted to the Pasadena Partnership to End Homelessness, which includes over twenty agencies providing homeless services in the Pasadena area, and was posted on the Pasadena Continuum of Care website. Fourteen applications were received in total: four from Union Station Homeless Services, four from Foothill Unity Center, three from

Friends In Deed, two from Hathaway-Sycamores Child and Family Services, and one from Housing Works. On December 12 and 14 of 2018, a Grants Evaluation Panel met to evaluate each submission. The panel was comprised of three, non-conflicted individuals consisting of one City staff from the Department of Housing and two non-City staff from a local faith-based organization and a non-profit organization dedicated to ending homelessness across Los Angeles County. The panel reviewed all proposals and assigned each a score out of 100 points based on overall agency capacity and program-specific evaluation criteria as summarized in Attachment "A". The average scores of the proposals submitted in response to the RFP were as follows:

<i>Homelessness Prevention for Individuals</i>	<i>Score</i>
Foothill Unity Center	70.9
Friends In Deed	87.7
Housing Works	69.3
Union Station Homeless Services	86.9
<i>Rapid Rehousing for Single Adults</i>	<i>Score</i>
Foothill Unity Center	70.8
Hathaway-Sycamores Child and Family Services	76.2
Union Station Homeless Services	87.6
<i>Strengthen the Coordinated Entry System</i>	<i>Score</i>
Foothill Unity Center	72.7
Friends In Deed	79.5
Hathaway-Sycamores Child and Family Services	74.4
Union Station Homeless Services	90.3
<i>Enhance the Emergency Shelter System</i>	<i>Score</i>
Foothill Unity Center	69.4
Friends In Deed	83.1
Union Station Homeless Services	94.4

Funding Recommendations

As specified in the RFP, funding was primarily awarded to the highest scoring proposal within each project type based on agency capacity and program-specific evaluation criteria. However, the evaluation panel could elect to partially award funding to any selected proposal if it was determined that a partial award better suited the needs of the Pasadena Continuum of Care (CoC). The panel chose to award partial funding for two projects in both the Rapid Rehousing and Emergency Shelter program areas. The final funding recommendations from the grants evaluation panel, with total funding in the amount of \$1,087,925, are as follows:

1. Homelessness Prevention for Individuals
 - **Ecumenical Council of Pasadena Area Congregations, dba Friends In Deed: \$146,231**

2. Rapid Rehousing for Single Adults
 - **Hathaway-Sycamores Child and Family Services: \$150,000**
 - **Union Station Homeless Services: \$300,326**
3. Strengthen the Coordinated Entry System
 - **Union Station Homeless Services: \$136,224**
4. Enhance the Emergency Shelter System
 - **Ecumenical Council of Pasadena Area Congregations, dba Friends In Deed: \$131,677**
 - **Union Station Homeless Services: \$223,467**

Additional Funding and Contract Term

The passage of Measure H in March 2017 authorized a county-wide quarter-cent sales tax for a total of ten years. Therefore, the City anticipates obtaining funding annually from the County based on its budget allocations for each homeless initiative strategy the City is eligible to receive for another eight years, in addition to current funding. The initial term of the contracts resulting from this RFP will be for up to eighteen months from the date of execution by the City until June 30, 2020. Staff recommends that the City Manager be authorized to amend each of the subject contracts such that: a) the total contract award may be increased to a level that does not exceed the amount of additional Measure H funds allocated by the Los Angeles County CEO through LAHSA; and b) the term of the contract may be extended for up to three one-year periods.

COUNCIL POLICY CONSIDERATION:

Approval of the recommended action has the potential to provide housing and supportive services for single adults, families and youth experiencing homelessness in Pasadena. Approval of the proposed projects are in accordance with the Pasadena Continuum of Care system, General Plan Housing Element, Five-Year Consolidated Plan, and Five-Year Public Housing Authority Plan.

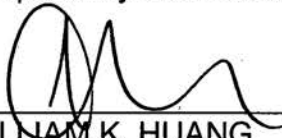
ENVIRONMENTAL ANALYSIS:

The action proposed herein is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "General Rule" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The approval of Measure H funding recommendations and the authorization to enter into contracts with the selected subrecipient agencies will not have a significant effect on the environment and, hence, is not subject to CEQA.

FISCAL IMPACT:

Approval of the recommended action will have no direct fiscal impact. The City Council approved an amendment to the Fiscal Year 2019 Operating Budget on October 15, 2018 which resulted in the City recognizing additional funding.

Respectfully submitted,


for WILLIAM K. HUANG
Director of Housing and Career Services

Prepared by:


Jennifer O'Reilly-Jones
Program Coordinator II

Approved by:


STEVE MERMELL
City Manager

Attachment A: Evaluation Matrix

Approval of Measure H Funding Recommendations and Contract Authorization
Attachment A: Evaluation Matrix
January 14, 2019

Proposer	Organizational Capacity	Project Design	Project Outcomes	Project Budget	Project Timeline	Total Points
	30 points	20 points	25 points	15 points	10 points	100 points
Homelessness Prevention for Individuals						
<i>Foothill Unity Center</i>	21.3	12.3	17.3	12	8	70.9
<i>Friends in Deed*</i>	25	17	22.7	13.7	9.3	87.7
<i>Housing Works</i>	23.7	12	18.3	8	7.3	69.3
<i>Union Station Homeless Services</i>	29	16	22.3	11.3	8.3	86.9
Rapid Rehousing for Single Adults						
<i>Foothill Unity Center</i>	21.3	13.4	19.7	8.1	8.3	70.8
<i>Hathaway-Sycamores Child and Family Services*</i>	24.3	16.5	20.7	7.7	7	76.2
<i>Union Station Homeless Services*</i>	29	17	24	9.3	8.3	87.6
Strengthen the Coordinated Entry System						
<i>Foothill Unity Center</i>	21.3	14.7	17.7	11.3	7.7	72.7
<i>Friends in Deed</i>	25	15.3	19.5	11.7	8	79.5
<i>Hathaway-Sycamores Child and Family Services</i>	24.3	13.3	18.8	11.7	6.3	74.4
<i>Union Station Homeless Services*</i>	29	16	22.3	14	9	90.3
Enhance the Emergency Shelter System						
<i>Foothill Unity Center</i>	21.3	13	17	11.8	6.3	69.4
<i>Friends in Deed*</i>	25	15.7	21.4	12	9	83.1
<i>Union Station Homeless Services*</i>	29	18.4	24	14	9	94.4

*Indicates that a project was selected for funding