

Agenda Report

July 12, 2021

TO: Honorable Mayor and City Council

FROM: Department of Housing

SUBJECT: APPROVAL OF CESH FUNDING RECOMMENDATIONS IN THE TOTAL AMOUNT OF \$167,843 AND APPROVAL OF HHAP FUNDING RECOMMENDATIONS IN THE TOTAL AMOUNT OF \$293,785

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 Section 15061 (b)(3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment;
- 2) Approve the California Emergency Solutions and Housing (CESH) and Homeless Housing, Assistance and Prevention (HHAP) 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 one sub-recipient contract for CESH funding with The FID Group, dba Friends In Deed in the amount of \$167,843, one sub-recipient contract for HHAP funding with Hathaway-Sycamores Child and Family Services in the amount of \$51,078 and two sub-recipient contracts for HHAP funding with Union Station Homeless Services in the amount of \$82,707 and \$160,000 for programs that serve the needs of people experiencing homelessness for the total aggregate amount of \$461,628 (see Funding Recommendations) with terms concluding on June 30, 2023 unless extended in accordance with the contract provisions; and
- 4) Authorize the City Manager to execute, and the City Clerk to attest, the CESH and HHAP sub-recipient contracts and related amendments.

BACKGROUND:

On April 15, 2019, Council authorized the City to submit a funding application to the California Department of Housing and Community Development (HCD) for California Emergency Solutions and Housing (CESH) Program grant funds. On October 7, 2019 HCD notified the City of its CESH award in the amount of \$419,607. The City executed the Standard Agreement with the State in March 2020 and has a total of five years (until March 2025) to spend these funds.

On January 27, 2020, Council authorized the City to submit a funding application to the California Business, Consumer Services and Housing Agency (BCSH) for round one of Homeless Housing, Assistance and Prevention (HHAP) grant funds. The application was successful and the City entered into a Standard Agreement with the State in May 2020 for \$638,478 in HHAP funding, which must be expended by June 30, 2025.

Request for Proposals

On April 22, 2021, the Department of Housing issued a Request for Proposals (RFP) and undertook a competitive selection process to allocate CESH and HHAP funding totaling \$461,628 to qualified community-based organizations that are well-suited to administer projects in three categories: 1) street outreach, 2) emergency shelter (motel vouchers), and 3) housing location programs for people experiencing homelessness in Pasadena.

This funding opportunity was open to organizations that provide direct services to people experiencing homelessness. The RFP was posted to Planet Bids, the City's vendor portal and was available to registered users. The RFP was also advertised to the Pasadena Partnership to End Homelessness, a coalition of over twenty agencies providing homeless services in the Pasadena area.

Following advertising, 12 proposals were received as follows:

Proposer	Amount	Funding Source
1. D&M Enterprises, Street Outreach	\$167,843	CESH
2. The FID Group, Street Outreach	\$167,843	CESH
3. L.A. CADA, Street Outreach	\$115,992	CESH
4. D&M Enterprises, Emergency Shelter	\$82,707	HHAP
5. Foothill Unity Center, Inc. Emergency Shelter	\$82,707	HHAP
6. Union Station Homeless Services	\$82,707	HHAP
7. D&M Enterprises, Youth Set-Aside	\$51,078	HHAP
8. Hathaway-Sycamores Child and Family Services, Youth Set-Aside	\$51,078	HHAP
9. Foothill Unity Center, Inc. Housing Location	\$129,146	HHAP
10. Hathaway-Sycamores Child and Family Services,	\$161,000	HHAP

Housing Location		
11. L.A. CADA, Housing Location	\$160,000	HHAP
12. Union Station Homeless Services, Housing Location	\$160,000	HHAP

On June 10, 2021 an evaluation panel comprised of three non-conflicted individuals consisting of two City staff and one non-City staff from The Salvation Army based in Pasadena met to evaluate the proposals that were received and assigned each a score with a maximum of 100 points. Scores are summarized in Attachment A.

Funding Recommendations and Contract Term

It is recommended that funding be awarded to the four proposers identified below which had the highest scoring proposal within each project type that best meets the needs of the City.

Proposer	Amount	Funding Source
1. The FID Group, Street Outreach	\$167,843	CESH
2. Union Station Homeless Services, Emergency Shelter	\$82,707	HHAP
3. Hathaway-Sycamores Child and Family Services, Youth Set-Aside Emergency Shelter	\$51,078	HHAP
4. Union Station Homeless Services, Housing Location	\$160,000	HHAP
	\$461,628	TOTAL

The contract term for HHAP-funded programs will be for up to twenty-four (24) months from date of execution by the City and the contract term for the CESH-funded program will be for up to twenty-four (24) months starting August 1, 2021. The contract terms may be extended subject to the approval of the City Manager.

With the recommended awards, a total of \$596,457 in CESH/HHAP funds will be retained and administered by the City for other related program areas such as homeless services systems support, homelessness prevention activities, and administrative costs.

COUNCIL POLICY CONSIDERATION:

Approval of the recommended action has the potential to provide emergency shelter and connections to housing and supportive services for people experiencing homelessness in Pasadena. This action is consistent with the City Council's goal to support and promote the quality of life and local economy. 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 "common sense" 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. Entering into contracts to provide street outreach, emergency shelter and housing location services 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 as the grant funds are currently included in the Department's Fiscal Year 2022 adopted Operating Budget.

Respectfully submitted,


WILLIAM K. HUANG
Director of Housing

Prepared by:


Jennifer O'Reilly-Jones
Program Coordinator II

Approved by:


STEVE MERMELL
City Manager

Attachment A: Evaluation Matrix