

# Agenda Report

August 8, 2022

**TO:** Honorable Mayor and City Council

**FROM:** Housing Department

**SUBJECT: AUTHORIZATION TO INCREASE CONTRACT NO. 31690 WITH UNION STATION HOMELESS SERVICES BY \$199,000 FOR ADDITIONAL HOPE TEAM STREET OUTREACH AND SERVICES LIAISON PROGRAM FUNDING AND TO EXTEND CONTRACT TERM**

## **RECOMMENDATION:**

It is recommended that the City Council take the following actions:

- 1) Find that the recommended actions are exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b) (3), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment;
- 2) Authorize the City Manager to amend Contract No. 31690 with Union Station Homeless Services, to increase the total contract value by \$199,000 through June 30, 2023 for a not-to-exceed amount of \$424,335; and
- 3) Authorize the City Manager to approve additional amendments to Contract No. 31690 such that, subject to approval of the Department's Operating Budget, the total not-to-exceed contract amount may be increased by \$199,000 annually for five (5) consecutive fiscal years through June 30, 2028.

## **BACKGROUND:**

The subject contract (No. 31690) was initially approved by Council on February 24, 2020, as a result of a competitive Request for Proposals (RFP) process, to fund a full-time street outreach and homeless services liaison to support the Police Department's HOPE Team in the amount of \$80,000. Union Station Homeless Services was the only agency to submit a proposal and was recommended for funding given their prior experience with law enforcement and long-standing history of providing street outreach and homeless services in Pasadena. On August 16, 2021, Council approved an additional \$80,000 of American Rescue Plan Act (ARPA) funding to support hiring a

second HOPE Team services liaison given the success of the program's first year and based on feedback from both the HOPE Team and Union Station that a second liaison would improve the program. This partnership between Union Station Homeless Services and the Police Department over the past two and a half years has facilitated significant collaboration among the law enforcement and homeless services systems to more efficiently and effectively support people experiencing a housing crisis and divert unhoused residents from the criminal justice system.

The Department's Fiscal Year 2023 Operating Budget approved by Council on June 20, 2022 includes \$80,000 for one liaison as well as an enhancement of \$119,000 to sustain the expanded services currently funded by the \$80,000 one-time ARPA allocation and an additional \$39,000 to partially fund a supervisor for both services liaisons. As such, staff recommends increasing Contract No. 31690 by \$199,000 annually to ensure the HOPE Team services liaison program is able to maintain existing operations with five optional one-year term extensions through June 30, 2028. The two fulltime services liaisons will continue conducting street outreach and responding to calls for service with the HOPE Team to support day-to-day engagement efforts and provide linkages to shelter and permanent housing resources.

**ENVIRONMENTAL ANALYSIS:**

The actions proposed herein are 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. The approval of amendments to an existing contract with Union Station Homeless Services to add funding annually and extend the term will not have a significant effect on the environment and, hence, is not subject to CEQA.

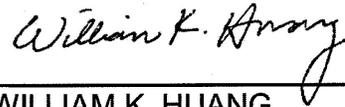
**COUNCIL POLICY CONSIDERATION:**

Approval of the recommended action will ensure continued access to street outreach 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. The proposed actions 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.

**FISCAL IMPACT:**

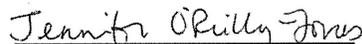
City Council approval of an amendment to Contract No. 31690 will have no fiscal impact as the \$199,000 is included in the Department's FY 2023 Operating Budget.

Respectfully submitted,

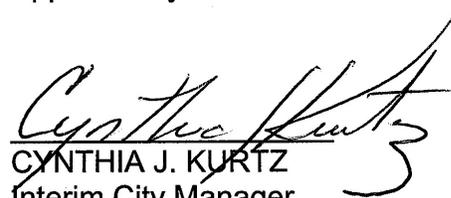


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