

Agenda Report

September 8, 2025

TO: Honorable Mayor and City Council

FROM: Department of Housing

SUBJECT: **AUTHORIZE THE CITY MANAGER TO AMEND SUBRECIPIENT CONTRACTS NOS. 31386, 31391, AND 31392 WITH UNION STATION HOMELESS SERVICES AND SUBRECIPIENT CONTRACTS NOS. 31393 AND 31394 WITH FRIENDS IN DEED TO ADD COUNTY OF LOS ANGELES MEASURE A FUNDING**

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended actions are 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. Authorize the City Manager to execute amendments to Contracts Nos. 31386, 31391, and 31392 with Union Station Homeless Services to add \$351,962, \$197,145, and \$287,054 of County of Los Angeles ("County") Measure A funding respectively, thereby increasing the contract values to not-to-exceed totals of \$1,781,479.19, \$996,127.45, and \$1,984,105.27 respectively, for the continued provision rapid rehousing, housing navigation, and emergency shelter services;
3. Authorize the City Manager to execute amendments to Contracts Nos. 31393 and 31394 with The FID Group dba Friends In Deed to add \$168,587 and \$106,310 of County Measure A funding, respectively, thereby increasing the contract values to not-to-exceed totals of \$1,028,112.75 and \$712,203 respectively, for the continued provision of emergency shelter and homelessness prevention services;
4. Authorize the City Manager to execute up to five additional amendments to Contracts Nos. 31386, 31391, 31392 with Union Station Homeless Services to add amounts that do not exceed the amount of any Measure A funds allocated to the City by the County of Los Angeles and to extend the contract terms for up to five (5) one-year extensions;

5. Authorize the City Manager to execute up to five additional amendments to Contracts Nos. 31393 and 31394 with Friends In Deed contracts to add amounts that do not exceed the amount of any Measure A funds allocated to the City by the County of Los Angeles and to extend the contract terms for up to five (5) one-year extensions; and
6. To the extent the amendments to Contracts Nos. 31386, 31391, 31392, 31393 and 31394 could be considered separate procurements subject to the Competitive Selection Process, grant exemptions pursuant to Pasadena Municipal Code (PMC) Section 4.08.049(B), contracts for which the City's best interests are served. Competitive price bidding is not required pursuant to City Charter Section 1002(F) contracts for professional or unique services.

BACKGROUND:

On January 24, 2022, City Council approved amendments to subrecipient Contracts Nos. 31386, 31391, and 31392 with Union Station Homeless Services (USHS) and Contracts Nos. 31393 and 31394 with The FID Group dba Friends In Deed (FID) to add the Pasadena Continuum of Care's annual allocations of Measure H funding from the County of Los Angeles. On April 1, 2025, Measure A, also known as the Affordable Housing, Homelessness Solutions, and Prevention Now Transactions and Use Tax Ordinance, went into effect, repealing, replacing, and expanding upon Measure H. The City, as the lead agency for the Pasadena Continuum of Care, will receive \$1,324,440 of Measure A funding in FY 2026. Staff recommend amending the subject contracts to add Measure A funding as was originally intended with Measure H funding.

PROJECT OUTCOMES:

The recommended amendment to Contract No. 31386 with USHS would provide rapid rehousing services including time-limited rental subsidies and supportive services to approximately 12-15 households exiting homelessness. The recommended amendment to Contract No. 31391 with USHS would provide housing navigation services to approximately 20-25 individuals experiencing homelessness, offering support to collect documents necessary to obtain housing and to apply for permanent housing opportunities. The recommended amendment to Contract No. 31392 with USHS would provide approximately 2,555 nights of emergency shelter services in the form of motel stays.

The recommended amendment to Contract No. 31393 with FID would provide approximately 1,500 nights of emergency shelter services in the form of motel stays. The recommended amendment to Contract No. 31394 with FID would provide homelessness prevention services to approximately 25 households. Prevention services include payment of rental arrears and/or short-term rental assistance to very-low income households at imminent risk of homelessness.

COUNCIL POLICY CONSIDERATION:

Approval of the recommended actions has the potential to provide essential housing, shelter, and supportive services for individuals and families experiencing and at risk of homelessness. Authorization of this contract is in accordance with the General Plan Housing Element, Five-Year Consolidated Plan, and Five-Year Public Housing Authority Plan.

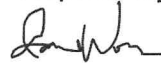
ENVIRONMENTAL ANALYSIS:

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. The approval of amendments to existing subrecipient contracts will not have a significant effect on the environment and, hence, is not subject to CEQA.

FISCAL IMPACT:

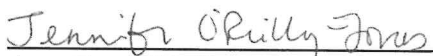
Approval of the subject recommendations will have no fiscal impact as the funding is currently included in the Department of Housing's adopted FY 2026 Operating Budget.

Respectfully Submitted,



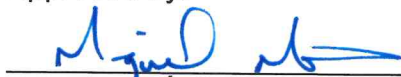
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MIGUEL MÁRQUEZ
City Manager