



DATE: January 24, 2017

CATEGORY: Consent

DEPT.: City Manager's Office

TITLE: **Approval of Business Terms and Contracting Authority for Short-Term Homeless Initiatives**

RECOMMENDATION

Approve business terms with Santa Clara County and the Community Services Agency, and authorize the City Manager to execute agreements and potential extensions for short-term homeless initiatives to assist the residents living in vehicles and unstably housed.

BACKGROUND

On October 4, 2016, the City Council authorized funding and provided direction to staff for short-term homeless initiatives to assist the residents living in vehicles and unstably housed (Attachment 1). The approved options included: weekly mobile hygiene services, waste-tank caps to help prevent RV leaks, monthly street cleaning on Crisanto Avenue, an ADA-compliant portable toilet and servicing in Rengstorff Park, support for rotating shelters or safe parking programs if developed by faith-based organizations, ongoing review of identified RV parking areas to assess traffic visibility and safety, outreach and caseworker funding to link homeless individuals to services, and a search for a local waste dump site(Attachment 2).

At the time of Council approval, the business terms for the homeless initiative partnerships with the County and the Community Services Agency (CSA) were not fully developed and contract authority was not sought. Since that time, staff has continued to collaborate with and leverage the resources of Santa Clara County's Office of Supportive Housing and CSA, which operates critical safety net services for lower-income and homeless Mountain View residents. Working with these agencies, staff has developed and negotiated terms for the basic care and hygiene, outreach, and caseworker services based on the direction from the October 4, 2016 Council meeting. Negotiations have produced additional benefits, including immediate assistance provided by the County and CSA in the interim. Each has provided outreach and

referrals to health and human services to the most vulnerable populations located on Crisanto Avenue and Latham Street.

This report provides the business terms and requests contracting authority for implementation of the following initiatives:

1. Providing one-time grants to CSA for mobile hygiene services and the funding for a washer and dryer.
2. Implementing the first six months of an agreement—with the authority to extend—for shared City and County funding of an Outreach Worker to be based at CSA, and a County Case Worker who will assist in expanding City access to the County's Permanent Supportive Housing (PSH) Program.

ANALYSIS

Staff is continuing its analysis of the complex set of issues associated with residents living in vehicles and unstably housed. Staff will return to Council in early 2017 (tentatively scheduled for March 7, 2017) with an update on the short-term initiatives and additional longer-term options for how the City may expand the availability of programs for Mountain View homeless and unstably housed residents.

This report focuses on the two shorter-term strategies noted above. A summary of the business terms, including project scope, financial provisions, and liability are summarized here:

County Agreement:

This agreement will provide direct, local outreach in Mountain View and will expand access to the County's permanent supportive housing programs, shelter and transitional housing, supportive services, a homeless management information system, and supportive housing policies Countywide.

Term—January 1, 2017 to June 30, 2017, with the possibility of extension. The County Board of Supervisors approved the agreement on December 13, 2016. Staff proposes that the City Manager be authorized to extend the agreement contingent on annual appropriations approved by the City Council.

Project Scope—Two-part agreement for shared City and County funding of an Outreach Worker based at CSA, and a County Case Worker through the Permanent Supportive

Housing (PSH) Program who will assist in expanding City access to the County's Continuum of Care.

1. The County will subcontract with one of the County's six PSH Program contract agencies to provide case management and supportive services to 20 chronically homeless cases in Mountain View to transition them into permanent supportive housing. Based on the City's vehicle survey, such ongoing assistance will be needed by some of the people living in vehicles in Mountain View if they are to achieve and sustain stable housing. The County will ensure that each PSH Program participant receives a rental subsidy or an affordable housing unit. On average, the value of housing assistance will be \$15,000 per household per year.
2. The Outreach Worker will connect with residents living in vehicles, assess their needs, and identify services that will help them. This will include both active outreach to those living in vehicles and coordinated services at stationary locations to connect residents to human services and housing programs.

Financial Provisions—Reimbursement to the County for expenses associated with the County's role in both the PSH Program not to exceed \$62,500, and for the City's share of the Outreach Worker not to exceed \$30,000. This provides funding for the first six months of services.

Insurance—Meets the City and County liability requirements.

CSA Agreement:

This agreement will provide assistance with the basic care and hygiene needs of people living in vehicles.

Term—January 1, 2017 to June 30, 2017, and may continue thereafter based on written agreement and budget authority contingent on annual appropriations approved by the City Council.

Project Scope—Provides funding for CSA to subcontract for mobile shower and washer/dryer services for a minimum of one 4-hour session per week, and funds the purchase of a commercial washer and dryer (a location is pending). CSA will offer these services and associated support services. CSA will conduct outreach to known areas of concentration for residents living in vehicles, surrounding nonprofit and faith communities, and the CSA Food and Nutrition Center clients.

Financial Provisions – A lump sum payment not to exceed \$26,000 for one year of mobile hygiene services and \$15,000 for washer and dryer purchase and installation. Any funds remaining at the end of the term of the agreement would be remitted back to the City unless the parties mutually agree to extend the term.

Insurance – Meets the City and County liability requirements.

FISCAL IMPACT

The two agreements are funded for this fiscal year with the available “boomerang” housing funds that were appropriated as part of the Fiscal Year 2016-17 adopted budget. The estimated budget for these initiatives as presented and approved on October 4, 2016, is as follows with any modifications for the two contracts noted in the last column:

Approved by the City Council on October 4, 2016

Contract Includes

Options	Estimated Costs	
<ul style="list-style-type: none"> • Contract for Dignity on Wheels (DOW) shower services via the City or a grant to CSA 500 to provide one 4-hour session. One session per week for a year costs \$26,000. 	~\$26,000	<i>One-time funds for CSA to contract with one or more mobile hygiene providers.</i>
<ul style="list-style-type: none"> • Fund the purchase of a commercial washer and dryer for CSA and/or Hope’s Corner at an estimated \$3,000 to \$5,000, depending on models and installation needs. 	~\$15,000	<i>One-time funds for CSA to coordinate one service site and associated support services.</i>
<ul style="list-style-type: none"> • Outreach Worker in conjunction with the County at an estimated net annual cost to the City of \$50,000 to \$60,000. 	~\$50,000 to \$60,000	<i>Six months for \$30,000 of the one year funded.</i>

Approved by the City Council on October 4, 2016

Contract Includes

Options

- Case Worker for \$187,000 estimated and 18-month contract

**Estimated
Costs**

-\$62,500 for first 6 months of 18-month contract.

Six months for \$62,500 of the longer-term contract.

Estimated Total:

\$163,500

\$133,500

The agreement with the County is for six months of the authorized services. The CSA agreement provides all one-time funds authorized for the mobile hygiene services and the washer and dryer. (As noted in this report, staff will return to Council in early 2017 (tentatively scheduled for March 7, 2017) with longer-term options.) It is anticipated this report will include consideration of a refinement of the timelines and budget for associated programs and services.

ALTERNATIVES

The Council may wish to consider the following alternatives to the recommendation:

1. Council could modify one or more business terms.
2. Council could provide other direction.

PUBLIC NOTICING

Agenda posting and a copy of this report was provided to the County of Santa Clara Board of Supervisors and the Office of Supportive Housing, and the Executive Director of the CSA.

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KST/7/CAM
609-01-24-17CR-E

- Attachments: 1. [Council Report – October 4, 2016](#)
2. [Council Minutes – October 4, 2016](#)