



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

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**On agenda:** 9/10/2019      **Final action:** 9/10/2019  
**Title:** Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County, 3. Co of Humboldt (for grants) 062519, 4. COI County of Humboldt Department of Health, 5. COI Humboldt CO. HEAP Umbrella Liab., 6. Executed Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in.pdf

Date	Ver.	Action By	Action	Result
9/10/2019	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors

**From:** DHHS: Administration

**Agenda Section:** Consent

### SUBJECT:

Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

### RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Humboldt Senior Resource Center regarding the provision of housing assistance services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2018 through June 30, 2021;
2. Authorize the Department of Health and Human Services Director, or a designee thereof, to execute any and all subsequent amendments to the attached professional services agreement with Humboldt Senior Resource Center after review and approval by County Counsel, Risk Management and the County Administrative Office; and
3. Direct the Clerk of the Board to return a fully executed original copy of the attached

professional services agreement with Humboldt Senior Resource Center to the Department of Health and Human Services - Contract Unit for further processing.

SOURCE OF FUNDING:

Mental Health Fund

DISCUSSION:

On Sept. 5, 2018, the California Business, Consumer Services and Housing Agency issued a Notice of Funding Availability for the Homeless Emergency Aid Program (HEAP). HEAP funds are intended to allow counties and cities throughout the State of California to provide immediate emergency assistance to people experiencing, or at risk of experiencing, homelessness (Target Population).

The parameters of HEAP are intentionally broad in order to allow local governmental agencies to craft programs that meet the specific needs of their communities. As a result, HEAP funds may be used for a variety of purposes including, without limitation, all of the following:

- Direct services such as emergency assistance, homelessness prevention, street outreach, health and safety education and criminal justice diversion programs;
- Rental assistance such as housing voucher, rapid re-housing and eviction prevention programs; and
- Capital improvements to emergency shelters, transitional housing, drop-in centers, permanent supportive housing and other facilities that serve homeless individuals and families.

On Jan. 22, 2019 (Item C-11), the Humboldt County Board of Supervisors authorized the Department of Health and Human Services (DHHS) Director to accept HEAP funding in the amount of \$2,565,245.24. As required by applicable HEAP guidelines, 5% of the HEAP funds awarded to the County of Humboldt, which equals \$128,262.26, must be reserved for projects that are intended to support homeless youth within Humboldt County.

On Feb. 15, 2019, DHHS issued a Request for Proposals (RFP) which solicited proposals from qualified community organizations interested in working collaboratively with the County of Humboldt to implement various service-based and/or capital improvement projects that address the needs of individuals and families experiencing, or at risk of experiencing, homelessness in accordance with any and all applicable HEAP requirements.

DHHS received a total of 15 proposals in response to the above-referenced RFP, which contained funding requests totaling \$6,918,922.08. After reviewing and evaluating each proposal in accordance with the applicable evaluation and selection criteria, the RFP Evaluation Committee, which included three members of the Humboldt Housing & Homeless Coalition, selected a total of 11 projects that are qualified to receive HEAP funding.

On April 16, 2019 (Item C-16), the Humboldt County Board of Supervisors approved funding allocations recommended by the RFP Evaluation Committee for the above-referenced HEAP projects,

which included the HEAP project proposed by Humboldt Senior Resource Center. The attached professional services agreement with Humboldt Senior Resource Center will allow eligible members of the Target Population to receive certain housing assistance services that are consistent with the County of Humboldt's goals and objectives for reducing homelessness within Humboldt County for the period of July 1, 2019 through June 30, 2021. It should be noted that the attached professional services agreement with Humboldt Senior Resource Center comes to the Board after the start date thereof due to inadvertent delays that occurred during the contract negotiation process.

Accordingly, DHHS recommends that the Board approve, and authorize the Chair of the Board to execute, the attached professional services agreement with Humboldt Senior Resource Center regarding the provision of housing assistance services to individuals experiencing, or at risk of experiencing, homelessness in Humboldt County for the period of July 1, 2019 through June 30, 2021. It is also recommended that the Board authorize the DHHS Director, or a designee thereof, to execute any and all future amendments to the attached professional services agreement with Humboldt Senior Resource Center, after review and approval by County Counsel, Risk Management and the County Administrative Office, in order to avoid unnecessary delays in the provision of needed housing assistance services.

#### FINANCIAL IMPACT:

The attached professional services agreement with Humboldt Senior Resource Center has a maximum amount payable of \$323,529.00 for the period of July 1, 2019 through June 30, 2021. In no event shall the maximum amount paid under the attached professional services agreement with Humboldt Senior Resource Center exceed \$161,764.50 per fiscal year for fiscal years 2019-20 and 2020-21. However, in the event local, state or federal funding is reduced or eliminated, the County of Humboldt may reduce the above-referenced maximum amount payable or terminate the attached professional services agreement with Humboldt Senior Resource Center in its entirety.

Expenditure appropriations related to the attached professional services agreement with Humboldt Senior Resource Center have been included in the adopted fiscal year 2019-20 budget for DHHS - Mental Health HOME budget unit 1170-426. Funding for the attached professional services agreement with Humboldt Senior Resource Center is available through HEAP revenues received by DHHS. As a result, approval of the attached professional services agreement with Humboldt Senior Resource Center will not impact the Humboldt County General Fund.

#### STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by protecting vulnerable populations, supporting self-reliance of citizens, improving the safety and health of our communities and providing appropriate levels of services.

#### OTHER AGENCY INVOLVEMENT:

None

#### ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve the attached professional services agreement with Humboldt Senior Resource Center regarding the provision of housing assistance services to individuals

experiencing, or at risk of experiencing, homelessness in Humboldt County. However, this alternative is not recommended since the attached professional services agreement with Humboldt Senior Resource Center will allow for the provision of needed housing assistance services through the use of funds that would not otherwise be available to the County of Humboldt.

**ATTACHMENTS:**

1. Professional Services Agreement with Humboldt Senior Resource Center Regarding the Provision of Housing Assistance Services to Individuals Experiencing, or at Risk of Experiencing, Homelessness in Humboldt County

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: C-16

Meeting of: 04/16/19

File No.: 19-529; 19-1271