

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF THE COUNTY OF SAN BERNARDINO
AND RECORD OF ACTION**

June 9, 2020

FROM

DENA FUENTES, Deputy Executive Officer, Community Development and Housing Agency

SUBJECT

Amendment to Contract with Institute for Urban Initiatives for Homeless Consulting Services

RECOMMENDATION(S)

Approve **Amendment No. 6**, effective July 1, 2020, to **Contract No. 16-550** with the Institute for Urban Initiatives for the provision of homeless consulting services to support the San Bernardino County Continuum of Care Homeless Assistance Program, increasing the total contract amount by \$191,850, from \$722,700 to \$914,550, and exercising the final one-year option to extend the contract, for the total contract period of July 12, 2016 through June 30, 2021.

(Presenter: Dena Fuentes, Deputy Executive Officer, 387-4411)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision.

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies.

FINANCIAL IMPACT

This item will not result in the use of additional Discretionary General Funding (Net County Cost). The recommended increase of \$191,850 will be funded through the Department of Housing and Urban Development (HUD) Planning Project funds. Adequate appropriation and revenue will be included in the Community Development and Housing Agency (CDHA) Office of Homeless Services (OHS) 2020-21 Recommended budget.

BACKGROUND INFORMATION

The Institute for Urban Initiatives (Urban Initiatives) provides comprehensive consulting services to CDHA-OHS to support the County's effort to end homelessness. CDHA-OHS acts in the role of the administrative agent on behalf of the San Bernardino County Continuum of Care (SBC CoC) regarding the submission of the HUD annual grant application for the SBC CoC. The CoC is a community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximize self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness.

The current contract with Urban Initiatives expires on June 30, 2020. The recommended amendment will exercise the final option to extend the contract for an additional year and allow Urban Initiatives to continue to provide the necessary services; such as, providing guidance and technical assistance in preparation of the annual HUD grant application, conducting the annual

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Point-in-Time Count of the homeless population, conducting technical assistance workshops for local homeless service providers, updating the annual HUD Housing Inventory Count, and providing consulting services. CDHA-OHS will continue to monitor contractor performance on a regular basis to ensure compliance standards are met.

PROCUREMENT

Urban Initiatives began providing technical assistance regarding HUD's competitive grant process in 2009. In 2012, after a competitive process in which Urban Initiatives was the only vendor to respond to a Request for Quotes, Urban Initiatives was selected as a consultant to assist with the preparation of the 2012 HUD SBC CoC application. On July 12, 2016 (Item No. 11), the Board of Supervisors (Board) approved a non-competitive contract with Urban Initiatives in the amount of \$363,600 for the period of July 12, 2016 through June 30, 2019, with the option to extend for two one-year periods contingent upon the availability of funding and contractor performance.

The Board has since approved several amendments to the contract, expanding consulting services and training, increasing the total contract amount to \$722,700, and extending the contract for an additional one-year period through June 30, 2020.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Suzanne Bryant, Deputy County Counsel, 387-5455) on May 5, 2020; Finance (Kathleen Gonzalez, Administrative Analyst, 387-5412) on May 13, 2020; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on May 15, 2020.

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Record of Action of the Board of Supervisors
County of San Bernardino

APPROVED (CONSENT CALENDAR)

Moved: Josie Gonzales Seconded: Robert A. Lovingood
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 9, 2020



cc: CDHA- Hernandez w/agree
Contractor- C/O CDHA w/agree
File- w/agree
la 06/12/2020