



THE CITY OF SAN DIEGO
REPORT TO THE CITY COUNCIL

DATE ISSUED: 03/09/2110 REPORT NO: 10-031
ATTENTION: Council President and City Council Docket of March 22, 2010
SUBJECT: Procurement For a Comprehensive Emergency Winter Shelter Program
REFERENCE: October 13, 2009 Meeting of the City Council and January 6, 2010 meeting of the Land Use and Housing Committee

REQUESTED ACTION:

Approve a Request for Proposals (RFP) for a comprehensive winter shelter program in Fiscal Year 2011 (FY11).

Authorize the Mayor or his designee to initiate the RFP and negotiate and execute a contract with the lowest responsible and reliable bidder for up to/not to exceed \$472,865, contingent upon the Chief Financial Officer certifying that funds are available.

STAFF RECOMMENDATION:

Approve requested action

SUMMARY:

On October 13, 2009 City Council requested a discussion of the process and content of a RFP for a comprehensive winter shelter program in Fiscal Year 2011. A comprehensive winter shelter program would provide a broader range of services to homeless community and could include a variety of shelter opportunities such as, hotel/motel vouchers, shelter beds at scattered locations, one or more sprung structures, or other methods of temporary housing assistance.

On January 6, 2010 the City Council's Land Use and Housing (LU&H) Committee discussed the process and implications for issuing a RFP in FY11 and directed staff to prepare an RFP for a comprehensive Winter Shelter Program that serves single adults and provides a minimum of 200 beds. If a "Notice of Intent to Award" a contract is not issued by June, 2010, the currently established program and process for the Single Adult Winter Shelter Program will be utilized. A standing item was also placed on the LU&H Committee agenda to receive progress reports on this matter.

Pursuant to LU&H Committee direction, a comprehensive winter shelter RFP (Attachment 2) was drafted to encourage homeless service providers to respond with creative and innovative approaches to providing shelter opportunities. The draft RFP does not include a single shelter location, but rather seeks adaptive and creative methods for housing the homeless in conjunction with resources necessary for self-sufficiency. Given the nature of homelessness as a regional issue and the County of San Diego's role in providing social services associated with homelessness, opportunities to address homelessness should ideally be disbursed and impacts to any single community should be minimized.

Additionally, LU&H Committee Members suggested any future winter shelter programs should provide at minimum the same service levels that are currently provided. The Scopes of Services included in Attachment 2 lists current service levels.

FISCAL CONSIDERATIONS:

The City's WSP consists of the following five components: 1) Adult Winter Shelter Program (\$288,000), 2) Veterans Shelter Program (\$233,500), 3) Tent Construction (\$43,500), Health Services (\$43,400), 4) Hotel Voucher Program through County of San Diego (\$50,000). Each component is operated through a separate contract with a service provider. With the exception of the Veteran's Shelter Program and half the tent construction budget, funding for existing service programs would be re-directed into the RFP and would not be available for continuation of existing services.

In FY11 the City is anticipating a winter shelter budget \$778,115 (Attachment 1) of which \$305,250 will be set aside for the Veterans Shelter Program operations (\$283,500) and tent set-up (\$21,750). The remaining \$472,865 will be available for allocation through the RFP.

Almost half of WSP funding is provided through the federal entitlement grant process and is therefore subject to the Community Development Block Grant (CDBG) annual application and approval process. The City completes and submits an application for CDBG funds to operate a winter homeless program and does not receive confirmation of fund availability until all CDBG appropriations are approved in March/April of each year. Additionally, the amount of CDBG and ESG funds to be used for homeless services is determined based upon availability of Housing Commission funding.

PREVIOUS COUNCIL and/or COMMITTEE ACTION:

On October 13, 2009 City Council requested a discussion of the process and content of a RFP for a comprehensive winter shelter program in Fiscal Year 2011. This discussion occurred at the January 6, 2010 Land Use and Housing Committee meeting and direction was provided for preparation of an RFP. On February 3, 2010, the draft RFP was approved by Land Use and Housing Committee.

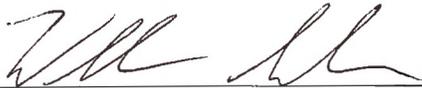
COMMUNITY PARTICIPATION AND PUBLIC OUTREACH EFFORTS:

Notification of the proposed actions and RFP was sent via email to a number of social service providers. In addition, current homeless service contractors were notified of hearings related to this subject matter.

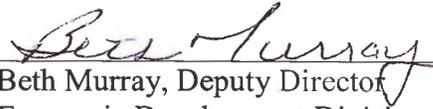
KEY STAKEHOLDERS AND PROJECTED IMPACTS:

Depending upon the ultimate location(s) of a winter shelter, residents and businesses in the surrounding area could experience impacts.

Program partners include the San Diego Housing Commission, the County of San Diego's Health and Human Services Agency (health care workers and case managers), and various non-profit and veteran agencies who provide support services at no cost to the City's Homeless Shelter Program.



William Anderson, FAICP, Director
City Planning & Community Investment



Beth Murray, Deputy Director
Economic Development Division
City Planning & Community Investment

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- Attachments: 1) FY2010 and FY2011 Winter Shelter Program Budget Information
2) Draft RFP for a FY2011 Winter Shelter Program