

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION WAIVING THE REQUEST FOR PROPOSALS PROCESS AND AUTHORIZING THE DIRECTOR OF THE DEPARTMENT OF HOUSING OR THE DIRECTOR'S DESIGNEE TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH PROJECT SENTINEL FOR LANDLORD AND TENANT INFORMATION AND REFERRAL SERVICES FOR THE TERM OF JULY 1, 2019 THROUGH JUNE 30, 2021 IN A TOTAL AMOUNT NOT TO EXCEED \$261,300

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, Project Sentinel's Landlord and Tenant Information and Referrals Services educates and informs landlords and tenants in San Mateo County about their rights and responsibilities and provides conflict resolution, mitigation resources, and support to prevent unlawful evictions, miscommunication, and rental-related conflicts; and

WHEREAS, Project Sentinel was selected through a competitive process to deliver the Landlord and Tenant Information and Referral Services recommended in a Department of Housing staff report accepted by the Board on or about May 19, 2015; and

WHEREAS, the County and Project Sentinel subsequently entered into an agreement for the delivery of Landlord and Tenant Information Services in a total amount not to exceed \$160,000 for a term from April 15, 2016 to April 15, 2018 (extended to June 30, 2018 by amendment); and

WHEREAS, the County and Project Sentinel subsequently entered into agreement for the delivery of Landlord and Tenant Information Services in a total amount not to exceed \$190,000 for a term of July 1, 2018 to June 30, 2019; and

WHEREAS, Project Sentinel has met or exceeded all performance goals set in the preceding agreement period; and

WHEREAS, on September 24, 2019, the Board of Supervisors (the “Board”) approved continuing and/or expanding Housing and Homelessness initiatives that were funded by the County in FY 2017-19 budget, as well as new initiatives and projects for FY 2019-20 and FY 2020-21; and

WHEREAS, on September 24, 2019, the Board accepted the County Manager’s Office recommendation of allocating \$522,725 of new Measure K funds for landlord and tenant information services; and

WHEREAS, DOH wishes to retain the services of Project Sentinel for FY 2019-21 continue the cost-effective, successful, and collaborative provision of Landlord and Tenant Information Services in the County without service interruption; and

WHEREAS, it is proposed that the County waive the Request for Proposal process enter into a new agreement with Project Sentinel for the continued provision of Landlord and Tenant Information and Referral services to landlords and low-income residents in the County in a total amount not to exceed \$261,300 for a term of July 1, 2019 to June 30, 2021; and

WHEREAS, it is proposed that the Board of Supervisors authorize the Director of the Department of Housing or Director's Designee to execute this new agreement with Project Sentinel subject to approval from County Counsel.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board of Supervisors authorize the Director of the Department of Housing or Director's Designee to negotiate and execute an agreement with Project Sentinel for Landlord and Tenant Information and Referrals Services for the term of July 1, 2019 through June 30, 2021 in an amount not to exceed \$261,300; and

BE IT FURTHER RESOLVED that the waiver from the requirement to engage in the Request for Proposals process be hereby approved; and

BE IT FURTHER RESOLVED that the Director of the Department of Housing or Director's Designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate per agreement), and/or modify the term and/ or services so long as the term or services is/are within the current or revised fiscal provisions.

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