



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Human Services Agency



**Date:** August 6, 2014  
**Board Meeting Date:** October 21, 2014  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** Iliana Rodriguez, Director, Human Services Agency  
**Subject:** Amendment to the agreement with Samaritan House

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Samaritan House, to continue to provide Core services, increasing the amount by \$25,004 to an amount not to exceed \$379,991.

**BACKGROUND:**

On June 4, 2013, your Board adopted Resolution Number 072585, waiving the Request for Proposal Process and authorizing Samaritan House to provide Core Services.

On July 9, 2013, the Director of the Human Services Agency approved an amendment to the agreement to add the Community Development Block Grant (CDBG) funds in the amount of \$21,819.20 for the term July 1, 2013 through June 30, 2014.

On April 4, 2014, the Director of the Human Services Agency further amended the agreement to add the Cost of Living Adjustment (COLA) in the amount of \$8,445.

This third amendment will add the FY 2014-15 CDBG funding and allow Samaritan House to provide eight hundred and seven (807) unduplicated persons with Core Services to help meet essential daily needs.

On May 6, 2014, your Board adopted Resolution Number 073128, approving the Department of Housing (DOH) FY 2014-15 Action Plan for various CDBG-funded activities, including DOH granting a lump sum of \$83,930 CDBG funds through Human Services Agency (HSA) to assist seven Core Agencies.

**DISCUSSION:**

Dwindling federal funds have compelled local administrative agencies to streamline operations while continuing to serve low-income clients. As such, DOH through its public advisory process consolidated CDBG funds in the amount of \$83,930 for HSA to administer along with HSA funds, to seven Core Service Agencies. HSA has Agreements in place with eight Core agencies through June 30, 2015 (only seven applied for these funds).

CDBG Programs require Department of Housing and Urban Development (HUD) reporting. DOH and HSA have mutually agreed through a Memorandum of Understanding to streamline the HUD reporting process by limiting it to one Core Agency (Samaritan House) and to allocate General Funds in lieu of CDBG funding to each of the remaining six Core Agencies that originally applied for CDBG funds. The net impact is an amendment with Samaritan House to receive an increase of \$83,930 in CDBG funds, and a decrease of \$58,926 in General Funds (net gain of \$25,004) for FY 2014-15. HSA will then reallocate the \$58,926 in Net County Cost originally budgeted for Samaritan House to the six remaining Core agencies through amendments to their Agreements based on the chart below:

Agency	Net Increase	CDBG	General Funds
Coastside Hope	\$9,821		\$9,821
El Concilio	\$9,821		\$9,821
YMCA of SF	\$9,821		\$9,821
Fair Oaks Community Center	\$9,821		\$9,821
Puente	\$9,821		\$9,821
Pacifica Resource Center	\$9,821		\$9,821
Samaritan House	\$25,004	\$83,930	-\$58,926
TOTAL	\$83,930		

The additional \$25,004 to the Samaritan House Agreement will allow Samaritan House to serve 807 persons Core Services. This arrangement will not impact services to HSA clients.

The Contractor has assured compliance with the County Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda including, but not limited to, insurance, hold harmless, non-discrimination, and equal benefits. County Counsel has reviewed and approved the Agreement and Resolution as to form and the Contractor meets the insurance certification requirements.

Approval of this Agreement contributes to the Shared Vision 2015 outcome of Prosperous Community by providing food and services to 807 homeless families and/or individuals of San Mateo County.

**PERFORMANCE MEASURE(S):**

<b>Measure</b>	<b>FY 2013-14 Actual</b>	<b>FY 2014-15 Projected</b>
Number of persons provided with Core Services to help meet essential daily needs of low-income residents in San Mateo County.	800	807
Percent of households showing an increase in their level of stability and self-sufficiency.	70% (560)	At least 70% (564)

**FISCAL IMPACT:**

The term of the Agreement remains the same, July 1, 2013 through June 30, 2016. This third amendment adds \$25,004, for a total obligation of \$379,991. The appropriation of \$25,004 is fully funded through CDBG fund and is included in the FY 2014-15 Adopted Budget. There is no Net County Cost.