



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Human Services Agency



Date: April 3, 2014
Board Meeting Date: May 6, 2014
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Iliana Rodriguez, Director, Human Services Agency

Subject: Agreement with Young Men's Christian Association of San Francisco

RECOMMENDATION:

Adopt a Resolution authorizing an agreement with the Young Men's Christian Association of San Francisco to provide Core Services for the term of June 1, 2014 through June 30, 2016, in the amount of \$276,131.

BACKGROUND:

In 1976, the Board of Supervisors of the County of San Mateo designated seven (7) Core Service Agencies as the network of agencies throughout the County of San Mateo to provide basic emergency and support services. These services include food, transportation, shelter referrals, housing assistance, and client advocacy to individuals and families who need immediate support to stabilize their living situations. In September of 2009, the CMO accepted a recommendation to add an eighth Core Service Agency to serve the south coast of San Mateo County. That agency was Puente de la Costa Sur.

After many years of Core Agency service provision, the County of San Mateo ended its contractual relationship with North Peninsula Neighborhood Services Center (NPNSC) in November 2013. The Human Services Agency (HSA) stepped in to temporarily fill the service gap in the communities of South San Francisco, San Bruno and Brisbane starting in December of 2013 at the HSA office in South San Francisco.

The result of the Request for Proposal (RFP) process initiated on January 6, 2014 was that the Young Men's Christian Association (YMCA) of San Francisco was chosen as the successor agency restoring the number of Core Service Agencies to eight (8), RFP Matrix attached.

DISCUSSION:

The Core Service Agencies work in close collaboration with HSA to provide access to the County's Human Services delivery system, which includes shelter services, and to serve as part of the larger countywide network aiming to prevent homelessness.

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.

The Human Services Agency also request the Board to authorize the Director of the Human Services Agency or the 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), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

Approval of this Agreement contributes to the Shared Vision 2015 outcome of Prosperous Community by providing shelter, food and referral services to homeless and low-income families and individuals in San Mateo County. It is anticipated the 97.5% of the families served will receive at least one of the basic emergency services of shelter, food or clothing.

PERFORMANCE MEASURES:

Measure	FY 2014-15 Projected	FY 2015-16 Projected
Percent of clients served who receive one or more emergency services such as food, clothing or shelter.	97.5%	97.5%
Clients (individuals or households) remaining housed six months after receiving rental assistance (75% of 50 individuals or households)	37	37

FISCAL IMPACT:

The term of the Agreement is June 1, 2014 through June 30, 2016. The total Agreement amount is \$276,131, of which \$10,779 is included in the FY 2013-2014 Adopted Budget, \$132,676 will be included in the FY 2014-2015 Recommended Budget and \$132,676 will be included in the FY 2015-2016 Recommendation Budget. This Agreement is funded 100% with Net County Cost.

Request for Proposals – Matrix

1	Where was the RFP advertised?	The San Mateo Daily Journal, Section 203, Public Notices on December 30, 2013.
2	In addition to any advertisement, list others to whom the RFP announcement was sent:	<p>The announcement of the RFP was emailed to over 400 recipients from the Department of Housing's Notice of Funding Availability Mailing List.</p> <p>It was also emailed to all non-profits in San Mateo County courtesy of the Thrive Alliance, another approximately 169 organizations.</p>
3	State the total number of RFP's sent to prospective proposers:	Twenty-three (23) organizations contacted us specifically to ask for the RFP to be sent to them. The RFP was posted on the HSA web site on January 6, 2014 for download as well. Any of the 569 contacts from the email announcing the RFP could have downloaded it and responded. An information conference was held on January 17, 2014 and six (6) organizations sent representatives. The questions and answers from that conference
4	How many proposals did you receive?	Four (4)
5	List in alphabetical order the names of the proposers (or finalists, if applicable) and the location:	<ol style="list-style-type: none"> 1. Daly City Community Partnership, Daly City 2. The Latino Commission, South San Francisco 3. Pyramid Alternatives, Pacifica 4. YMCA, Youth Services Bureau, South San Francisco

