



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Department of Housing



Date: November 24, 2015
Board Meeting Date: December 8, 2015
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors (Sitting as the Board of Commissioners for the Housing Authority)

From: Ken Cole, Executive Director, Housing Authority

Subject: Agreement for Housing Locator Services

RECOMMENDATION:

Acting as the Governing Board of Commissioners of the Housing Authority of the County of San Mateo, adopt a resolution authorizing the Executive Director of the Housing Authority to execute an agreement with Abode Services to provide Housing Locator Services, effective December 1, 2015 through November 30, 2018, with an amount not to exceed \$750,000.

BACKGROUND:

The Housing Authority of the County of San Mateo (HACSM) has been a Moving-To-Work (MTW) agency since 2008. The MTW status allows HACSM to implement activities and program flexibilities that increase administrative efficiencies for staff, encourage self-sufficiency for program participants, and increase housing choice for voucher holders seeking affordable housing.

HACSM has seen a steady decline in voucher holders' abilities to find and lease rental units in San Mateo County. To address the decline, HACSM has increased its subsidy amounts, increased outreach to owners of rental properties, provided additional information and services to participants receiving vouchers, and worked with housing developers to increase the overall availability of affordable housing with the use of Project-Based Vouchers in San Mateo County. However, even with all of these efforts, utilization of the vouchers continues to decline.

DISCUSSION:

As part of the MTW Plan Amendment process, HACSM requested and received approval from the Department of Housing and Urban Development (HUD) to implement an activity called the Leasing Success Program. One of the activities of the program

includes contracting with organizations that have expertise in the rental market and will assist program applicants and participants with “Housing Locator Services” which will attempt to address the immediate need of identifying appropriate housing options for voucher holders and provide voucher holders that are elderly or persons with disabilities additional support to secure housing.

In April 2015, HACSM issued a Request for Proposals (RFP) to solicit proposals from prospective Housing Locator Services providers. HACSM received four proposals and conducted discussions and negotiations with two of the providers initially. HACSM selected Abode Services as highly qualified to undertake the scope of work described in HACSM’s proposal, which includes housing location, landlord outreach and incentives, and placement of voucher holders in the private market.

HACSM proposes to enter into a three year agreement with Abode Services to provide Housing Locator Services, which will provide our voucher holders with additional assistance and resources in locating affordable housing in an extremely difficult market.

County Counsel has reviewed and approved the resolution as to form.

Approval of this resolution contributes to the Shared Vision 2025 outcome of a Livable Community by enabling HACSM to provide housing subsidy to low and very low income households by modifying traditionally limiting rules and regulations.

PERFORMANCE MEASURES:

Measure	FY 2015-16 Actual	FY 2016-17 Projected
Number of Voucher holders under contract	3563	3800

FISCAL IMPACT:

There is no net county cost associated with this action. HACSM is funded 100% by the U.S. Department of Housing and Urban Development.