



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 24-146

Board Meeting Date: 2/27/2024

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Claire Cunningham, Director, Human Services Agency

**Subject:** **Measure K:** Amendment to the Agreement with LifeMoves to Provide Non-Congregate Homeless Shelter Services at Coast House Shelter

### **RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing an amendment to the agreement with LifeMoves to provide non-congregate homeless shelter services at the Coast House Shelter to increase funding by \$447,486 for a new total obligation amount not to exceed \$3,550,488 and to extend the term of the agreement from March 21, 2024, to June 30, 2024.

### **BACKGROUND:**

Coast House Shelter is a 51-unit former hotel located in Half Moon Bay that was acquired by San Mateo County in late 2020. A small pilot shelter program began in late 2020, while planning was underway to launch the ongoing shelter program.

In February 2021, the San Mateo County Human Services Agency (HSA) and the Department of Housing (DOH) issued a Request for Proposals (RFP) to solicit proposals from eligible agencies to provide shelter operations services at Coastside Shelter (now Coast House Shelter). LifeMoves was selected to provide these services based on the RFP evaluation criteria.

On April 8, 2021, DOH entered into an agreement with LifeMoves for the term of March 22, 2021, through June 30, 2022, for a total obligation amount not to exceed \$1,609,319 to provide emergency shelter operations services at Coast House. DOH and HSA continued to work in close collaboration on Coast House until the time DOH's grant funding that had been supporting Coast House operational costs expired.

On June 28, 2022 by Resolution No. 079004, this Board entered into an agreement with LifeMoves to provide shelter services at Coast House for the term of July 1, 2022, through March 21, 2024, for a total obligation amount not to exceed \$3,103,002.

On March 15, 2023, the parties amended certain clauses in the Agreement in order to set forth

monthly invoicing and quarterly reporting requirements.

**DISCUSSION:**

The parties now wish to further amend the Agreement to increase funding by \$447,486 for a new total obligation amount not to exceed \$3,550,488. The increase in funding is requested for two purposes: (1) extend the Agreement term by 14 weeks and 3 days from March 21, 2024, to June 30, 2024 to align this agreement's end date with the County's fiscal year end date, at a cost of \$443,286; and (2) participate in the San Mateo County 2023 Inclement Weather Program (IWP), at a cost of \$4,200, to support homeless individuals during periods of cold and inclement weather. HSA's Center on Homelessness (COH) has identified Measure K funds that will enable LifeMoves to provide non-congregate homeless shelter services at Coast House Shelter through June 30, 2024, and to participate in the County's 2023 IWP.

A Request for Proposal (RFP) to provide non-congregate homeless shelter services at Coast House Shelter will be issued at the end of CY 2023 through early CY 2024 given that the three-year service term limit, as defined in the County's B-1 Soliciting, Selecting and Developing Agreements with Providers of Goods and Services, is nearing its expiration.

Coast House Shelter is a homeless shelter that provides safe temporary living accommodations and intensive on-site support services to assist people experiencing homelessness with finding and moving into permanent housing. Coast House is the first homeless shelter on the San Mateo County Coastsides and prioritizes serving people experiencing homelessness who identify the Coastsides as home. Coast House serves both adults and families experiencing homelessness, with adults making up a large majority of the clients served.

**PERFORMANCE MEASURE:**

It is anticipated for the term of LifeMoves' contract to provide non-congregate homeless shelter services at Coast House Shelter that 35% of adult households and 80% of family households leaving the program will exit to a permanent housing situation. The IWP is administered by LifeMoves at Coast House Shelter on an "as needed" basis through a written request issued by the County during a disaster or emergency.

<b>Measure</b>	<b>FY 2023-24</b>	<b>Measure</b>
Percentage of adult households who exited to a permanent housing situation	35%	Percentage of adult households who exited to a permanent housing situation
Percentage of family households (households with 1 or more children) who exited to a permanent housing situation	80%	Percentage of family households (households with 1 or more children) who exited to a permanent housing situation

**FISCAL IMPACT:**

The term of the agreement is July 1, 2022 through June 30, 2024. The amount of the agreement is increased by \$447,486 for a new total obligation amount not to exceed \$3,550,488. The total amount of the amendment is funded by Measure K sales and use tax revenue and Net County Cost. Appropriation for this amendment is included in the FY 2023-24 Recommended Budget.