



County of San Mateo

Inter-Departmental Correspondence

Department: GOVERNING BOARD

File #: 19-1215

Board Meeting Date: 12/10/2019

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors

From: Ken Cole, Director

Subject: **Measure K:** Contract with Project Sentinel for Landlord and Tenant Information and Referral Services

RECOMMENDATION:

Measure K: Adopt a 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.

BACKGROUND:

Measure K is the half-cent general sales tax initially approved by San Mateo County voters in November 2012 and extended in November 2016 for a total of thirty years.

Project Sentinel is a nonprofit organization that seeks "to develop and promote fairness and equality of housing opportunity for all and to advocate peaceful resolution of disputes for community welfare and harmony." Project Sentinel has more than twenty years of experience in providing the type of services including: 1) fair housing education and enforcement; 2) landlord-tenant counseling/dispute resolution; and 3) homeownership (mortgage counseling and first-time homebuyer training).

In May 2015, Project Sentinel was selected by the County Department of Housing ("DOH") through a competitive process to deliver the Landlord and Tenant Information and Referral Services landlords and tenants. In March 2016, the Board authorized DOH to execute an agreement with Project Sentinel for said services in a total amount not to exceed \$160,000 for the term of April 15, 2016 to April 14, 2018 (which was subsequently extended to June 30, 2018 by amendment). In July 2018, the Board authorized DOH to execute another agreement with Project Sentinel for said services in a total amount not to exceed \$190,000 for the term of July 1, 2018 to June 30, 2019.

Since 2015, Project Sentinel has successfully designed and administered a program that educates

and informs landlords and tenants in San Mateo County about their rights and responsibilities. It provides conflict resolution and mitigation resources and support to prevent unlawful evictions and prevent miscommunication and rental-related conflicts that contribute to the housing crisis for renters in San Mateo County.

Project Sentinel has met or exceeded progressively increasing service goals set for it during the past two performance periods. In FY 2017-18, the most recent recorded year, Project Sentinel received calls from 2,801 landlords and tenants in the County and subsequently provided hands-on assistance to resolve situations 442 times.

DISCUSSION:

On September 24, 2019, the Board of Supervisors (the "Board") approved the allocation of \$62.5 million in new **Measure K** funds for affordable housing and homelessness initiatives in the Recommended Budget for FY 2019-21. The allocation included \$48.3 million in **Measure K** funds for the Affordable Housing Fund and \$5.2 million in **Measure K** funds for additional DOH affordable housing programs.

That same date, the Board also accepted the County Manager's Office Fiscal Year 2019-2021 September Revisions to the Budget, which directed the allocation of the \$5.2 million in **Measure K** funding to DOH affordable housing programs and projects. Included in the report is the provision of up to \$261,300 of **Measure K** funds for Landlord and Tenant Information and Referral Services to landlords and tenants in the County.

Given the high level of performance and the potential impact of a break in service, DOH is requesting that the Board approve a waiver of the Request for Proposals process and authorize DOH to enter into another agreement with Project Sentinel to provide landlord and tenant referral services for a term of June 1, 2019 through June 30, 2021 in a total amount not to exceed \$261,300.

The resolution contains the County's standard provisions allowing amendments of the County's fiscal obligations by a maximum of \$25,000 (in aggregate).

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

FISCAL IMPACT:

The term of this Agreement is from June 1, 2019 through June 30, 2021. This Agreement is funded 100% using **Measure K** funds. Budgetary appropriation for this Agreement is included in the FY 2019-20 and FY 2020-21 Recommended Budget.