



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 18-544

Board Meeting Date: 6/26/2018

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Nicole Pollack, Director, Human Services Agency
Subject: Amendment to the Agreement with Focus Strategies

RECOMMENDATION:

Adopt a resolution authorizing an amendment to the agreement with Focus Strategies to provide technical assistance for Continuum of Care and homeless system coordination increasing the amount by \$391,010 for a total amount not to exceed \$789,440 and increasing the term by two years for a new term of October 3, 2016 through June 30, 2020.

BACKGROUND:

In May 2016, the Human Services Agency's (HSA) Center on Homelessness issued a Request for Proposals (RFP) for providers of technical assistance for its homeless program. These services included: Continuum of Care (CoC) compliance; grant applications; coordinated entry planning; performance measurement and evaluation; project management; and project support. The RFP was sent to over sixty potential proposers. HSA received three proposals. Focus Strategies was selected as the provider that best met the needs of HSA for CoC compliance and system planning technical assistance. On October 3, 2016, the HSA Director executed an agreement with Focus Strategies (the Contractor) to provide technical assistance in the amount of \$61,185 with a term of October 3, 2016 through December 31, 2016.

Through subsequent Amendments, the Agreement amount was increased by \$337,245 to a total obligation not to exceed \$398,430, and the term was extended by eighteen months to June 30, 2018.

DISCUSSION:

This amendment will allow continued technical assistance from Focus Strategies to ensure effective services, maximize available federal funding, ensure compliance and monitor outcomes in the areas of CoC compliance and homeless system coordination. The County of San Mateo's Center on Homelessness relies on the expertise of the Contractor to enhance the services provided to the homeless of San Mateo County and to maximize federal funding for homeless services. The Contractor has unique expertise in analysis and analytics of homeless system data; and technical assistance with CoC funding applications and compliance. The Contractor is a northern California

consultant that provides data-driven systems planning and performance measurements for comprehensive homeless service providers along with an array of other program evaluation and planning processes.

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

The amendment and resolution have been reviewed and approved by County Counsel as to form.

This amendment contributes to the Shared Vision 2025 outcome of a Prosperous Community by providing technical assistance and support to secure federal CoC funding and to help the County continue to implement the strategies identified in the strategic plan to reach a functional zero level of homelessness in San Mateo County. It is anticipated that Focus Strategies will complete 95% of the project goals on time and on budget and that 80% of the tables within the Annual Homeless Assessment Report (AHAR) will be accepted by the federal Department of Housing and Urban Development (HUD).

PERFORMANCE MEASURE:

Measure	FY 2018-19 Estimated	FY 2019-20 Target
Percent of project goals met and completed on time and on budget	95%	95%
Percent of AHAR tables complete and accepted by HUD within the 12 categories	NA	80%

FISCAL IMPACT:

The new term of this agreement is October 3, 2016 through June 30, 2020, and agreement amount is increased by \$391,010 for a total obligation not to exceed \$789,440. This amendment is funded with 56% Net County Cost (\$220,320) and 44% HUD grant funding (\$170,690). Budgetary appropriations for this obligation are included in the FY 2018-19 Adopted Budget and will be included in the FY 2019 -20 Recommended Budget.