



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** GOVERNING BOARD

**File #:** 18-815

Board Meeting Date: 9/4/2018

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

**To:** Honorable Board of Supervisors (Sitting as the Board of Commissioners for the Housing Authority of the County of San Mateo)

**From:** Ken Cole, Executive Director, Housing Authority

**Subject:** Amendment to Abode Services Agreement

### **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 or the Director's Designee to execute an amendment to the agreement between the Housing Authority of the County of San Mateo and Abode Services, extending the agreement through June 30, 2019, for an amount not to exceed \$130,956.

### **BACKGROUND:**

The Housing Authority of the County of San Mateo ("HACSM") entered an agreement with Abode Services ("Abode") in December 2015 to provide housing locator services. The original term of the agreement ended June 30, 2018.

At the time of the original agreement, HACSM saw a steady decline in the ability of voucher holders to find and lease rental unit in San Mateo County. As a result of the decline, HACSM used its Moving To Work (MTW) agency status to implement activities and program flexibilities to provide assistance to voucher holders with the housing search process. One of the activities included contracting with Abode to provide housing locator services to address the needs of identifying appropriate housing options for voucher holders. Approximately 200 households have been housed as a result of the locator services provided.

### **DISCUSSION:**

Prior to the execution of an agreement with Abode in 2015, HACSM solicited proposals from prospective organizations that provide housing locator services. Abode was one of the few organizations to provide these services in the San Francisco Bay Area; during the term of the agreement, HACSM and Abode worked to create a variety of incentives and processes that could improve landlord outreach and placement of voucher holders in the private market.

Since the housing market continues to provide challenges for many households seeking affordable housing, HACSM proposes to extend the agreement with Abode through June 30, 2019. The scope of services and budget for the extended period have been modified to provide more focus on the housing locator efforts while maintaining a reasonable budget. For example, Abode previously conducted inspections and processed contract documents prior to a voucher holder's move-in to a unit; however, HACSM realized these functions were better controlled with HACSM staff completing them. This revision allows Abode to concentrate on the housing locator services with voucher holders, reducing the number of staff it utilizes, which results in a reduced annual cost for HACSM.

HACSM has referred over 230 households to Abode since February 2016 and approximately 200 households have been housed as a result of the locator services provided; while Abode also faces challenges in securing housing units in this current housing environment, it has developed relationships with numerous landlords interested in continuing with the program. In addition, Abode has introduced an increase in certain housing options, such as shared housing.

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

Approval of this Resolution contributed to the Shared Vision 2025 outcome of a Livable Community by enabling HACSM to provide housing subsidy to low-income households by modifying traditional rules and regulations.

**FISCAL IMPACT:**

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