



County of San Mateo

Inter-Departmental Correspondence

Department: HUMAN SERVICES AGENCY

File #: 20-427

Board Meeting Date: 6/23/2020

Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Ken Cole, Director, Human Services Agency
Subject: **Measure K:** Amendment to Agreement with The Center for Common Concerns, Inc., dba HomeBase

RECOMMENDATION:

Measure K: Adopt a resolution authorizing an amendment to the agreement with The Center for Common Concerns, Inc. dba HomeBase to provide training and technical assistance, increasing the amount by \$111,395 for a revised total amount not to exceed \$565,545 and extending the term through June 30, 2021.

BACKGROUND:

In May 2016, San Mateo County's Center on Homelessness issued a Request for Proposals seeking providers of technical assistance for homeless programs, Continuum of Care, and governance consulting to support systems change and the effort to end homelessness in San Mateo County.

On October 28, 2016, the Human Services Agency (HSA) awarded an agreement to the Center for Common Concerns, Inc. dba HomeBase (HomeBase) to provide the Center on Homelessness with technical assistance and training to homeless service providers in the amount of \$98,000 for the term of October 27, 2016 through June 30, 2017.

On June 6, 2017, this Board, by Resolution No. 075238, approved an amendment to the agreement to increase the amount by \$248,000 to a revised total of \$346,000 and extended the term through June 30, 2019.

On June 4, 2019, this Board, by Resolution No. 076679, approved a further amendment to the agreement to increase the amount by \$108,150 to a revised total of \$454,150 and extended the term through June 30, 2020.

DISCUSSION:

HSA is requesting approval of this third amendment to continue the County's support to homeless service providers and community partners. HomeBase is a non-profit and public policy law firm

dedicated to building community capacity to end homelessness and reduce poverty.

Homebase provides two vital services that are necessary to administer San Mateo County's homeless system efficiently. It is responsible for training all homeless service providers and Core Service Agencies in best practices. This collaboration ensures that all programs are consistent and effective to best support clients. Homebase also provides individual, tailored technical assistance to all homeless service agencies, including compliance with HUD funding requirements.

This amendment extends the term through June 30, 2021 and adds \$111,395 in funding for a revised total amount not to exceed \$565,545. This allows HSA and Homebase to utilize the collective knowledge and experience of the homeless service providers to align community priorities and guide stakeholders in their efforts to end homelessness.

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

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

PERFORMANCE MEASURE:

Measure	2018-19 Actuals (Mid -Year)	2019-20 Projected
Participant satisfaction on training (overall satisfaction rating of good or better from training participants)	90%	90%
Complete milestones on time (according to time line listed in the annual work plan approved by HSA)	90%	90%

FISCAL IMPACT:

The term of this agreement is amended to extend through June 30, 2021. The County's fiscal obligation under this amended agreement is increased by \$111,395 in **Measure K** funds for a revised total obligation of \$565,545. Budgetary appropriation for this amended agreement is included in the FY 2019-20 Adopted Budget and will be included in the FY 2020-21 Recommended Budget.