



# County of San Mateo

## Inter-Departmental Correspondence

---

**Department:** HUMAN SERVICES AGENCY

**File #:** 21-722

Board Meeting Date: 9/14/2021

---

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

**To:** Honorable Board of Supervisors  
**From:** Ken Cole, Director, Human Services Agency  
**Subject:** Amendment to the agreement with Samaritan House

**RECOMMENDATION:**

Adopt a resolution authorizing an amendment to the agreement with Samaritan House, increasing the total obligation amount by \$200,460 for a new total obligation amount not to exceed \$3,683,927 with no change to the agreement term.

**BACKGROUND:**

San Mateo County maintains a homeless crisis response system that aims to prevent homelessness whenever possible and to assist people experiencing homelessness with returning to permanent housing as quickly as possible. Homeless shelters are one key component to a comprehensive homeless crisis response system.

After obtaining Board approval on June 27, 2017, by Resolution No. 075291, the County entered into an agreement with Samaritan House for the term of July 1, 2017 to June 30, 2020 and a total obligation amount not to exceed \$1,800,980 to operate the Safe Harbor shelter and provide shelter services to San Mateo County residents experiencing homelessness.

After obtaining Board approval on January 29, 2019, by Resolution No. 076408, the parties amended the agreement to increase the total obligation amount by \$187,250 for a new total obligation amount not to exceed \$1,988,230, with no change to the term, to cover the operational cost deficit resulting from a loss of federal Department of Housing and Urban Development Continuum of Care grant funding.

After obtaining Board approval on June 30, 2020, by Resolution No. 077558, the parties further amended the agreement to increase the total obligation amount by \$1,495,237, for a new total obligation amount not to exceed \$3,483,467, to increase the term by two years for a new term of July 1, 2017 to June 30, 2022, and replace certain exhibits, to continue to operate a shelter and provide homeless services.

The County applied for and was issued a Homeless Housing and Assistance Program (HHAP) grant from the Business, Consumer Services and Housing Agency (BSCH) to support homeless services within the County. The County has identified a need for additional emergency shelter bed capacity and is completing construction at Safe Harbor Shelter to add space for up to an additional 15 shelter beds to accommodate the growing need for emergency shelter bed capacity in the County.

**DISCUSSION:**

The parties now wish to further amend the agreement to add HHAP funding in the amount of \$200,460 for a new total obligation amount of \$3,683,927 with no change to the term to add and operate up to an additional 15 beds. The exact number of beds at any given time will be determined by Contractor based on applicable health guidelines, such as social distancing. These beds will be available to San Mateo County residents referred through the Coordinated Entry System (CES). Funding will be used for operating expenses for the additional beds including staffing to serve these additional clients, as well as startup costs for these additional beds. Safe Harbor Shelter will continue to provide a safe shelter environment and housing-focused case management to all program participants, and with these additional beds, will be able to provide these services to more individuals experiencing homelessness.

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 the amendment and resolution as to form.

It is anticipated for FY 2021-22, that 20% of clients who exit will exit into permanent housing and the average length of stay for individuals in this program is 45 days.

**PERFORMANCE MEASURE:**

<b>Measure</b>	<b>FY 2020-21 Actuals</b>	<b>FY 2021-22 Target</b>
Percent of clients who exit to permanent housing	13%	20%
Average length of stay for individuals in the program	108 days	45 days

**FISCAL IMPACT:**

The term of this agreement is July 1, 2017 through June 30, 2022. This amendment increases funding by \$200,460 for a new total obligation amount not to exceed \$3,683,927. The amended amount is 100% funded by the HHAP grant. Budgetary appropriation was included in the FY 2021-22 Recommended Budget.