



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** HUMAN SERVICES AGENCY

**File #:** 22-1014

Board Meeting Date: 12/13/2022

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

**To:** Honorable Board of Supervisors

**From:** Ken Cole, Director, Human Services Agency

**Subject:** Amendment to the Agreements with the Core Service Agencies for Core Services and Lifeline Transportation Services

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) The President of the Board of Supervisors to execute amendments to the agreements with Core Service Agencies to add or reduce funds as follows: (1) \$411,037 to Coastside Hope for a revised total of \$1,015,025; (2) \$1,174,092 to Daly City Peninsula Partnership Collaborative for a revised total of \$2,154,177; (3) \$366,877 to Pacifica Resource Center for a revised total of \$936,800; (4) \$341,919 to Puente de la Costa Sur for a revised total of \$691,414; (5) \$996,868 to Samaritan House for a revised total of \$3,025,025; (6) \$-176,480 to Samaritan House South for a revised total of \$536,699; and (7) \$659,722 to YMCA of San Francisco for a revised total of \$1,544,228; and
- B) The Human Services Agency Director, or designee, to execute an amendment to the agreement with City of Redwood City (Fair Oaks Community Center) to provide Core Service Agency services to add \$512,268 in funds for a revised total of \$1,450,647.

**BACKGROUND:**

Core Service Agencies provide critical safety-net (Core) services to vulnerable, low-income San Mateo County residents. This includes emergency food and referrals, emergency rental assistance, information on housing resources, utility bill financial assistance, transportation assistance, and referral to the homeless Coordinated Entry System through which residents experiencing homelessness can be assessed and connected to homeless services. San Mateo County residents have a need for Core services, particularly those who are facing challenges such as impacts from the COVID-19 pandemic, high inflation, high housing costs, and other challenges.

On January 20, 2022, the Human Services Agency (HSA) issued a Request for Proposals (RFP) for Core Service Agency services to begin on July 1, 2022. Using the criteria outlined in the RFP, HSA

selected multiple agencies to provide Core services throughout the County.

During this process, it was identified that additional time was needed for a full evaluation of the funding structure for these contracts. In order to ensure a continuity of services, contracts were developed to begin on July 1, 2022, and the parties agreed to review the funding structure in the summer and fall, and to consider bringing contract amendments to the Board of Supervisors with a revised funding amount once the funding review had been completed.

On June 28, 2022, this Board approved Resolution No. 079009(a-h), authorizing the agreements with the eight (8) selected agencies to provide Core Agency and Lifeline Transportation services.

**DISCUSSION:**

The Core Service Agencies, County Executive Office staff, and Human Services Agency staff met and reviewed information about funding structure, costs to provide these services, numbers of clients served, need for services, and impact in the community. As a result of those discussions, HSA is requesting to amend the Core Service Agency contracts to revise the funding, to reflect the new planned funding structure to better align with the current cost of providing these services.

The Core Service Agencies served over 45,000 residents in FY 2021-22 and the need is expected to be similar or increasing in the coming years. These amendments will ensure that the contractors are able to retain staff and meet their operational needs in order to continue to provide services to these vulnerable community members.

In addition to supporting the broad array of Core Service Agency services (food, housing resources, referrals to homeless services, etc.), these agreements include a specialized component for Lifeline Transportation Services grant-funded transportation assistance. These amendments clarify that the Lifeline Transportation Services grant-funded transportation assistance services will end December 31, 2022.

The resolution contains the County’s standard provisions allowing amendment of the County’s fiscal obligation by a maximum of \$25,000 for each agreement (in the aggregate).

The County Attorney has reviewed and approved the agreement and resolution as to form.

**PERFORMANCE MEASURE:**

	<b>FY 2022-23 Target</b>	<b>FY 2023-24 Target</b>	<b>FY 2024-25 Target</b>
Percent of individuals who request food, will receive food either directly or through a referral to, or enrollment in, a food program.	100%	100%	100%

**FISCAL IMPACT:**

The term of the eight (8) Agreements is July 1, 2022, through June 30, 2025. The total amended obligation amount for all agreements combined is \$11,355,013. The total amount allocated for Core Program Services is \$11,355,013 and is 100% funded by Net County Cost. Budgetary appropriation for this agreement is included in the FY 2022-23 Adopted Budget and will be included in subsequent future budgets.

The total amount allocated for Lifeline Transportation Services is \$36,000, for FY 2022-23 only, and is funded through a Memorandum of Understanding between SamTrans and the County of San Mateo. Funding provided by SamTrans is sourced with local tax revenue, and provides cost recovery at 80%, or \$28,800, with the balance of \$7,200 funded by Net County Cost. Grant funding provides cost recovery at 80%, or \$105,200, with the balance of \$26,300 funded by Net County Cost. Budgetary appropriation for this is included in the FY 2022-23 Recommended Budget. The Lifeline Transportation Service will also end in 2022.