



EXECUTIVE SUMMARY

HOUSING COMMISSION EXECUTIVE SUMMARY SHEET

MEETING DATE: June 11, 2021

HCR21-065

SUBJECT: Approval of a Contract between the San Diego Housing Commission and Urban Street Angels to operate the City of San Diego's Interim Shelter Program for Transition-Age Youth

COUNCIL DISTRICT(S): Citywide

ORIGINATING DEPARTMENT: Homeless Housing Innovations Division

CONTACT/PHONE NUMBER: Lisa Jones (619) 578-7696

REQUESTED ACTION:

Authorize the execution of a Non-Competitive agreement under Procurement Policy 9.4 with Urban Street Angels for the operation of the City of San Diego's Interim Shelter for Transition-Age Youth, at 1404 5th Ave., San Diego, CA 92101.

EXECUTIVE SUMMARY OF KEY FACTORS:

- The San Diego Housing Commission (Housing Commission) administers the contracts for the City of San Diego's (City) Interim Shelter for Transition-Age Youth based on a Memorandum of Understanding between the Housing Commission and the City for the administration and oversight of HHAP-funded homelessness programs, which first took effect on June 16, 2020.
- The Interim Shelter for Transition-Age Youth provides a 24-hours-per-day, seven-days-per-week, service-enhanced, interim housing program in alignment with Housing First principles for a minimum of 19 transition-age youth experiencing homelessness in the City at any one time.
- The Program will prioritize and target the most vulnerable transition-age youth experiencing homelessness in the City, including transition-age youth who would be forced to live in places not intended for human habitation (vehicles, parks, abandoned buildings, sidewalks, streets, etc.) were it not for the shelter and services the interim shelter provides.
- Services to be provided include, but are not limited to: safe, stable housing; a safe, secure, and supportive environment; access to case management and supportive services; at least two meals per day, seven days per week; outside agency referrals; on-site and off-site counseling services; and assistance in obtaining permanent supportive housing, permanent affordable housing or longer-term housing.
- Urban Street Angels (USA) is a nonprofit agency with extensive experience serving transition-age youth.
- USA has been operating the program since January 15, 2021, and a Request for Proposal process for this project would not be viable as the program utilizes a site that belongs to and is controlled by USA. In addition, a change in the operator would adversely impact program operations and client stability.
- The City of San Diego has made available \$510,373 of Homeless Housing, Assistance, and Prevention Program funds to support the continued operation of the Interim Shelter for Transition-Age Youth in Fiscal Year 2022.



REPORT

DATE ISSUED: June 3, 2021

REPORT NO: HCR21-065

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of June 11, 2021

SUBJECT: Approval of a Contract between the San Diego Housing Commission and Urban Street Angels to operate the City of San Diego's Interim Shelter Program for Transition-Age Youth

COUNCIL DISTRICT: Citywide

REQUESTED ACTION:

Authorize the execution of a Non-Competitive agreement under Procurement Policy 9.4 with Urban Street Angels for the operation of the City of San Diego's Interim Shelter for Transition-Age Youth at 1404 5th Ave., San Diego, CA 92101.

STAFF RECOMMENDATION

That the San Diego Housing Commission (Housing Commission) Board of Commissioners (Board) take the following actions:

- 1) Approve the execution of a 12-month, Non-Competitive agreement under Procurement Policy 9.4 with Urban Street Angels (USA) to operate the City of San Diego's Interim Shelter for Transition-Age Youth at 1404 5th Ave., San Diego, CA 92101, for a term of July 1, 2021, through June 30, 2022, with a budget of \$449,018 in Homeless Housing, Assistance, and Prevention (HHAP) Program funding, contingent upon the appropriation of said funds by the City of San Diego in the City's Fiscal Year 2022 budgeting process, on terms and conditions as set forth in the agreement (Agreement), as it may be amended upon advice of the Housing Commission's General Counsel;
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form and format approved by General Counsel, and to take such actions necessary and/or appropriate to implement these approvals;
- 3) Authorize the President & CEO, or designee, to substitute funding sources and/or increase compensation by not more than 20 percent of the total agreement amount for the proposed agreement, if necessary, without further action by the Housing Commission Board or the Housing Authority of the City of San Diego, but only if and to the extent that funds are determined to be available for such purposes.

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SUMMARY

The Housing Commission administers the contracts for the City of San Diego's (City) Interim Shelter for Transition-Age Youth based on a Memorandum of Understanding between the Housing Commission and the City for the administration and oversight of HHAP-funded homelessness programs, which first took effect on June 16, 2020.

The proposed actions in this report will allow the Housing Commission to continue the existing program with USA, which currently runs from January 15, 2021, through June 30, 2021, to provide for the ongoing operation of the Interim Shelter program at 1404 5th Ave. for a period of 12 months in the amounts referenced within this report.

PROGRAM OVERVIEW

The Interim Shelter for Transition-Age Youth provides a 24-hours-per-day, seven-days-per-week, service-enhanced interim housing program in alignment with Housing First principles for a minimum of 19 transition-age youth experiencing homeless in the City at any one time. The program will provide safe, low-barrier, interim housing, as well as stabilization and supportive services, to prepare transition-age youth experiencing homelessness for the most appropriate longer-term or permanent housing intervention, contributing to the specific goal of reducing and ending youth homelessness as outlined in the City of San Diego Community Action Plan on Homelessness.

The Program will prioritize and target the most vulnerable transition-age youth experiencing homelessness in the City, including transition-age youth who would be forced to live in places not intended for human habitation (vehicles, parks, abandoned buildings, sidewalks, streets, etc.) were it not for the shelter and services the interim shelter provides. Services to be provided include, but are not limited to: safe, stable housing; a safe, secure, and supportive environment; access to case management and supportive services; at least two meals per day, seven days per week; outside agency referrals; on-site and off-site counseling services; and assistance in obtaining permanent supportive housing, permanent affordable housing or longer-term housing.

Operator Experience

USA is a nonprofit agency with extensive experience serving transition-age youth, providing case management and supportive services in line with subpopulation specific best practices. Since 2013, USA has served transition-age youth through short-term bridge housing, employment readiness programs and three independent living facilities, totaling 71 beds. The organization is a member of the Youth Homelessness Demonstration Program administered by the Regional Task Force on the Homeless and a provider collaborative known as the San Diego Youth Homeless Consortium.

Program Design

USA has developed a program design that leverages privately raised funds and existing in-house supportive services to provide a comprehensive network of resources and service connections for the clients they will be serving at the Interim Shelter for Transition-Age Youth.

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The service model will be delivered in a housing –focused environment that leverages a variety of resources to facilitate successful exits to permanent and longer-term housing.

This design includes, but is not limited to, the following components;

- Shelter Diversion
- Outreach & Engagement
- Intake & Assessment
- Case Management & Housing Navigation
- Mental Health Care
- Life Skills
- Employment Services
- Transportation Assistance
- Peer Mentorships

General Standards

USA will ensure:

- Service delivery will be client-focused. Program staff and all persons who interact with clients will be trained on homeless population service provision, positive engagement and general customer service standards that address the needs of the target population.
- Adequate staffing and peer support with appropriate ongoing training for service delivery and data analysis;
- 24-hour security to ensure a safe environment at the Program site for participants, volunteers, and others who may come in contact with the Program;
- A designated point-of-contact who is available at all times to address issues that may arise at the Shelter and coordinate security issues with the San Diego Police Department;
- Appropriate policies and procedures for Program operations, including low-barrier house rules, which will be displayed on-site at all times, and various means for participants to provide feedback to and input into the Shelter;
- A written drug- and alcohol-free policy for staff that is posted/displayed at the Shelter site at all times, which will include and describe the disciplinary action to result from the illegal use, consumption, distribution, and/or possession of drugs and/or alcohol;
- Data entry, analysis and reporting of all Program activities in the RTFH-approved Homeless Management Information System;
- Alignment with Housing First principles with low barriers to entry and operations;
- Assistance in obtaining safe, permanent housing;
- Access to case management and other appropriate permanent housing-focused services (e.g., Housing Navigation, case conferencing); and
- Participation in the Coordinated Entry System.

Property Management

USA will:

- Maintain a secure and healthful environment for delivery of all services;
- Provide for site control, prompt maintenance and repair, utilities, security, janitorial services, and waste removal and disposal;

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- Provide secure entry/exit for clients and service providers to be monitored by Program staff; and
- Maintain a fire escape emergency plan, fire watch, and comply with Fire Marshal inspections and recertification as needed

CONTRACT SELECTION PROCESS

A Non-Competitive procurement process under Procurement Policy 9.4 was utilized to procure the City of San Diego's Interim Shelter for Transition-Age Youth at 1404 5th Ave., San Diego, CA 92101. This program leverages existing site resources controlled by USA as well as other cash and in-kind funds to support the program. USA has been operating the program since January 15, 2021, and a Request for Proposal process for this project would not be viable as the program utilizes a site that belongs to and is controlled by USA. In addition, a change in the operator would adversely impact program operations and client stability.

Housing Commissions staff recommend executing an agreement with USA through the non-competitive process to address the need for more shelter beds for transition-age youth in the community. USA is a nonprofit agency, has extensive experience with transition-age youth and delivers case management and supportive services according to a model developed specifically for transition-age youth. Existing case management services and shelter beds in the community provided by other service providers to the single adult population are not geared to address the unique circumstances, experiences, and needs of transition-age youth.

AFFORDABLE HOUSING IMPACT

As San Diegans continue to live in a City-declared housing emergency "shelter crisis," the need for immediate housing assistance is critical to the well-being of community members. The Interim Shelter for Transition-Age Youth serves this purpose by providing interim housing services to transition-age youth experiencing homelessness. Individuals participating in this program represent some of San Diego's most vulnerable citizens, as 100 percent of participants are homeless, with low-to-moderate incomes.

FISCAL CONSIDERATIONS

The City of San Diego has made available \$510,373.02 of Homeless Housing, Assistance, and Prevention Program funds to support the continued operation of the Interim Shelter for Transition-Age Youth in Fiscal Year 2022.

Funding Summary

FUNDING SOURCE	FY 2021	FY 2022
Homeless Emergency Aid Program (HEAP)	\$209,731	N/A
HHAP	N/A	\$510,373.02
TOTAL	\$209,731	\$510,373.02

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FUNDING BY USE	FY 2020	FY 2022
Operations	\$209,731	\$510,373.02
TOTAL	\$209,731	\$510,373.02

EQUAL OPPORTUNITY/CONTRACTING

USA is a local nonprofit. As a nonprofit, USA is not subject to the requirement to submit a Workforce Report.

PREVIOUS COUNCIL and/or COMMITTEE ACTION

On June 11, 2019, the City Council approved a Memorandum of Understanding between the Housing Commission and the City for the administration of programs funded through the allocation of Homeless Emergency Aid Program (HEAP) funds. (Resolution No. R-312516)

On October 14, 2019, the City Council accepted the City of San Diego Community Action Plan on Homelessness, which identified the reduction and ending of Youth Homeless as a priority goal. (Resolution No. R-312700)

On June 16, 2020, the City Council approved a Memorandum of Understanding between the Housing Commission and the City for the administration of programs funded through the allocation of Homeless Housing, Assistance and Prevention Program funds. (Resolution No. R-313110)

KEY STAKEHOLDERS and PROJECTED IMPACTS

Stakeholders for this project include Community stakeholders and Urban Street Angels as the sub-recipient administering the program. The program is expected to have a positive impact on the community as it will provide shelter and services to 19 transition-age youth experiencing homelessness.

ENVIRONMENTAL REVIEW

This activity is not a project pursuant to CEQA Guidelines Section 15378(b)(5), as it is an administrative activity of government that would not result in direct or indirect physical changes in the environment. As such, this activity is not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3). Nevertheless, the activities would be categorically exempt under Section 15301 for existing facilities involving negligible or no expansion of the existing use. This determination is not appealable and a Notice of Right to Appeal the Environmental Determination (NORA) is not required. The parties agree that the provision of any federal funds as the result of this action is conditioned on the City of San Diego's final NEPA review and approval.

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Respectfully submitted,



Lisa Jones
Executive Vice President Strategic Initiatives
San Diego Housing Commission

Approved by,



Jeff Davis
Deputy Chief Executive Officer
San Diego Housing Commission

Docket materials are available in the "Governance & Legislative Affairs" section of the San Diego Housing Commission website at www.sdhc.org.