



SAN DIEGO
HOUSING
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San Diego Housing Commission (SDHC)
Housing Stability Assistance Program
Temporary Staffing Agreements
Presentation to the SDHC Board of Commissioners
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SDHC – Housing Stability Assistance Program Temporary Staffing Agreements Introduction

- SDHC’s Rental Assistance Division (RAD) anticipates administering the City of San Diego’s COVID-19 Housing Stability Assistance Program (HSAP) on behalf of the City of San Diego.
 - Contingent upon SDHC Board of Commissioners, San Diego City Council and Housing Authority of the City of San Diego authorization of HSAP and funding for HSAP
- HSAP will include assistance to pay past-due, unpaid rent and utilities.
- An online application portal will be available through the SDHC’s website for residents to apply and submit required documents.





SDHC – Housing Stability Assistance Program Temporary Staffing Agreements Staffing Need

- Staff will review applications to ensure eligibility, prioritize applications in accordance with Federal and State compliance regulations, and calculate and disburse payments.
- RAD implemented the City's previous COVID-19 Emergency Rental Assistance Program:
 - Assisted more than 3,700 households with low income in the City of San Diego that experienced financial hardship due to COVID-19
 - Disbursed more than \$13.7 million in one-time rental assistance to help these households
- More than five times the funding for the previous program is available for HSAP, with more flexible payment options and fewer restrictions.
- Temporary staff are needed to augment existing staff to process and disburse payments for HSAP.





SDHC – Housing Stability Assistance Program Temporary Staffing Agreements Staffing Providers

- Manpower, AppleOne and REMX demonstrated the ability to meet SDHC’s temporary staffing needs for the previous COVID-19 Emergency Rental Assistance Program.
- Staff recommends executing contracts with each vendor for as-needed services in amounts not to exceed \$500,000 each per year, with one renewal option for each agreement.





SDHC – Housing Stability Assistance Program Temporary Staffing Agreements Staff Recommendations

That the SDHC Board of Commissioners take the following actions:

- 1) Authorize the award of a Temporary Staffing Agreement with AppleOne Employment Services in an amount not to exceed \$500,000 per year, with one renewal option, for temporary staffing, as needed, to support the administration and operation of the City of San Diego's COVID-19 Housing Stability Assistance Program (HSAP Program), contingent upon the SDHC Board of Commissioners (Board), the San Diego City Council (Council) and the Housing Authority of the City of San Diego (Housing Authority) authorizing the HSAP Program and funding for the HSAP Program;





SDHC – Housing Stability Assistance Program Temporary Staffing Agreements Staff Recommendations (Continued)

- 2) Authorize the award of a Temporary Staffing Agreement with Manpower of San Diego in an amount not to exceed \$500,000 per year, with one renewal option, for temporary staffing, as needed, to support the administration and operation of the City of San Diego's HSAP Program, contingent upon the Board, the Council and the Housing Authority authorizing the HSAP Program and funding for the HSAP Program;

- 3) Authorize the award of a Temporary Staffing Agreement with Remedy Temporary Services, LLC DBA REMX in an amount not to exceed \$500,000 per year, with one renewal option, for temporary staffing, as needed, to support the administration and operation of the City of San Diego's HSAP Program, contingent upon the Board, the Council and the Housing Authority authorizing the HSAP Program and funding for the HSAP Program;





SDHC – Housing Stability Assistance Program Temporary Staffing Agreements Staff Recommendations (Continued)

- 4) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources, provided the total program/project budget amount after substitution does not exceed the approved total budget, should the operational need arise or should such actions be to the benefit of SDHC and its mission; and
- 5) Authorize the President & CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals, in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals.





SDHC – Housing Stability Assistance Program Temporary Staffing Agreements

Questions & Comments

