



EXECUTIVE SUMMARY

HOUSING COMMISSION EXECUTIVE SUMMARY SHEET

MEETING DATE: September 20, 2022

HCR22-107

SUBJECT: Approval of the Contract between the San Diego Housing Commission and Urban Street Angels to operate the City of San Diego Interim Shelter Bed 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 Interim Shelter Bed Program for Transition-Age Youth for an initial term of October 1, 2022, through June 30, 2023, with four one-year options for renewal, in the amount of \$377,284, contingent on funding being made available for this purpose in the City's annual fiscal year budgeting process. The funding source in Fiscal Year 2023 is Homeless Housing, Assistance and Prevention (HHAP) Program funds.

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 (TAY) 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 Bed Program for TAY 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 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 \$397,160 of HHAP Program funds to support the continued operation of the Program in Fiscal Year 2023, including Housing Commission administration expenses.



REPORT

DATE ISSUED: September 14, 2022

REPORT NO: HCR22-107

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of September 20, 2022

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

COUNCIL DISTRICT: Citywide

REQUESTED ACTION:

Advance notice of San Diego Housing Commission hearing of the following matter has been provided to the Housing Authority Members pursuant to the provisions of San Diego Municipal Code Section 98.0301(e)(4)(A)-(B).

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 Interim Shelter Bed Program for Transition-Age Youth for an initial term of October 1, 2022, through June 30, 2023, with four one-year options for renewal, in the amount of \$377,284, contingent on funding being made available for this purpose in the City's annual fiscal year budgeting process. The funding source in Fiscal Year 2023 is Homeless Housing, Assistance and Prevention (HHAP) Program funds.

STAFF RECOMMENDATION

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

- 1) Authorize the Housing Commission to enter into an agreement with Urban Street Angels, Inc. (USA) in the amount of \$377,284 for an initial term of October 1, 2022, through June 30, 2023, with four one-year options for renewal, contingent on funding being available for that purpose, for the operation of the City of San Diego Interim Shelter Bed Program for Transition-Age Youth at 1404 5th Ave. San Diego, CA 92101, to provide interim shelter and services for persons experiencing homelessness. The funding source for the initial operating term is Homeless Housing, Assistance and Prevention (HHAP) Program funds.
- 2) Authorize the Housing Commission's 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, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner.

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- 3) Authorize the Housing Commission's 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, but only if and to the extent that funds are determined to be available for such purposes.

SUMMARY

The Housing Commission administers the contracts for the City of San Diego (City) Interim Shelter Bed Program for Transition-Age Youth (Program) 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 July 1, 2021, through September 30, 2022, to provide for the ongoing operation of the Program at 1404 5th Ave. for an initial term of nine months, with four one-year options to renew in the amounts referenced within this report.

The Program supports the Community Action Plan on Homelessness for the City of San Diego (Action Plan), a comprehensive, 10-year plan that builds on recent progress, lays out short-term achievable goals and serves as a guide for long-term success in addressing homelessness. The Action Plan identifies shelter interventions as critical entry points to the City's Crisis Response System and necessary to facilitate permanent housing placements. The Program is an important component to the vision, principles and strategies identified in the Action Plan.

PROGRAM OVERVIEW

The Program provides a 24-hours-per-day, seven-days-per-week, service-enhanced interim housing 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 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 Action Plan.

The Program will prioritize and focus on 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 Program 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

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three independent living facilities, totaling 71 beds.

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 serve at the Program.

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:

- Outreach and Engagement
- Case Management and Housing Navigation
- Mental Health Care
- Life Skills
- Employment Services
- Transportation Assistance
- Peer Mentorships
-

USA will ensure the following Program Client services are provided under this Agreement:

- a. Housing First program with low barriers to entry and operations;
- b. A formal shelter intake and move-in process, in a welcoming and solutions-focused environment, to include a review of required intake documents, terms of service, and guidelines for community living.
- c. Housing-focused program which aims to resolve Program Clients' homelessness as quickly as possible. Related services include, but are not limited to:
 - i. Determining diversion opportunities;
 - ii. Self-sufficiency needs assessment;
 - iii. Development of client housing plan, including stabilization strategies and client housing goals and objectives;
 - iv. Coordination with and referrals to County, State, and Federal programs, as well as nonprofits and social service agencies, as appropriate;
 - v. Assistance in locating safe and affordable permanent or other longer-term housing including determining housing interventions and opportunities outside of the Coordinated Entry System (CES);
 - vi. Completion of intakes, screenings, assessments, and case conferencing or other integral components of CES as established by the San Diego Regional Task Force on Homelessness (RTFH) community standards and policies;
 - vii. Assistance with housing applications and supportive and subsidized housing paperwork;
 - viii. Advocacy for clients with prospective landlords;
- d. Basic shelter services, including but not limited to:

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- i. Appropriate residential services and staffing;
 - ii. A maximum of 19 beds and other residential furnishings;
 - iii. A minimum of two meals per day in compliance with all applicable health and safety regulations;
 - iv. Showers, wash stations, restrooms, laundry facilities and/or laundry services, and belongings storage for Program Clients;
 - v. Routine operating and client supplies, including but not limited to hygiene products, basic first aid supplies, and cleaning supplies;
 - vi. Telephone access and message services;
 - vii. Regularly laundered linens; and
 - viii. Mail services.
- e. Coordination to support testing and vaccinations for communicable diseases.

SELECTION PROCESS

A non-competitive procurement process under Procurement Policy 9.4 was utilized to procure the Program operator. 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 Commission staff recommends 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 Program 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 income.

FISCAL CONSIDERATIONS

The City of San Diego has made available \$397,160 of HHAP Program funds to support the continued operation of the Program in Fiscal Year 2023. This includes funding for Housing Commission administration expenses.

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FISCAL YEAR	2023	*2024	*2025	*2026	*2027
FUNDING SOURCE	HHAP	TBD	TBD	TBD	TBD
TOTAL	\$397,160	TBD	TBD	TBD	TBD

**Option years will be exercised contingent upon the appropriation of said funds by the City for that purpose*

FUNDING BY USE	FY2023
Operator Agreement	\$ 377,284
SDHC Administration	\$ 19,876
Total	\$ 397,160

EQUAL OPPORTUNITY CONTRACTING AND EQUITY ASSURANCE

USA is a local nonprofit. As a nonprofit, USA is not subject to the requirement to submit a Workforce Report. USA does not discriminate based on race, color, religion, national origin, ancestry, gender, age, medical condition, sexual orientation, marital status, domestic partnership status, physical or mental disabilities, veterans, or any other consideration made unlawful by federal, state, or local laws.

HOUSING COMMISSION STRATEGIC PLAN

This item relates to Strategic Priority Area No. 4 of the Housing Commission’s Strategic Plan for Fiscal Year (FY) 2022 – 2024: Advancing Homelessness Solutions – Supporting the City of San Diego Community Action Plan on Homelessness.

PREVIOUS COUNCIL and/or COMMITTEE ACTION

On June 16, 2020, the City Council approved an MOU with the Housing Commission regarding the administration of HHAP program funding (R-313113). A portion of HHAP funds are allocated to fund the operation of this Program. The current MOU expires on June 30, 2025.

KEY STAKEHOLDERS and PROJECTED IMPACTS

Stakeholders for this Program 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

These activities are exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities), which allows the operation, repair, maintenance permitting, leasing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The Interim Shelter Bed Program for Transition-Age Youth will operate using existing facilities. Processing under the National Environmental Policy Act is not required as no federal funds are involved in these activities.

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Respectfully submitted,

Lisa Jones

Lisa Jones
Executive Vice President of Strategic Initiatives
San Diego Housing Commission

Approved by,

Jeff Davis

Jeff Davis
Interim 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