



EXECUTIVE SUMMARY

HOUSING COMMISSION EXECUTIVE SUMMARY SHEET

MEETING DATE: April 6, 2023

HCR23-047

SUBJECT: Approval of the Sole Source Justification and Operating Agreement between the San Diego Housing Commission and St. Vincent de Paul Villages, Inc., doing business as Father Joe's Villages, to Operate the City of San Diego's Bishop Maher Interim Shelter Program

COUNCIL DISTRICT(S): Citywide

ORIGINATING DEPARTMENT: Homeless Housing Innovations Division

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

REQUESTED ACTION:

Approve a non-competitive, sole source agreement under Procurement Policy 9.4 with St. Vincent de Paul Village, Inc., doing business as Father Joe's Villages, in the amount of \$572,900 for a 12-month term from July 1, 2023, through June 30, 2024, with four one-year options for renewal, contingent on the City of San Diego making funds available in its annual fiscal year budgeting process and the continuance or extension of the Memorandum of Understanding (MOU) with the City of San Diego for oversight and administration of the City's Homeless Shelters and Services Programs (current term ends June 30, 2024), for the operation of the City of San Diego's Bishop Maher Interim Shelter Program (Program) located at 1506 Commercial Street, San Diego, CA, 92113.

EXECUTIVE SUMMARY OF KEY FACTORS:

- The San Diego Housing Commission (Housing Commission) has administered the contract for the Bishop Maher Interim Shelter Program (Program) since February 6, 2021.
- The Program provides interim shelter year-around in alignment with Housing First principles for a minimum of 28 women experiencing homelessness in the City at any one time.
- Referrals into the Program will be facilitated through the Coordinated Shelter Intake Program, which the Housing Commission administers.
- The Program will provide safe, low-barrier, interim housing, as well as stabilization and supportive services, to prepare persons experiencing homelessness for the most appropriate longer-term or permanent housing interventions.
- The Bishop Maher Interim Shelter Program utilizes trauma-informed care, motivational interviewing, and a harm reduction model.
- St. Vincent de Paul Village, Inc. has supported individuals and families experiencing homelessness and poverty to achieve self-sufficiency for 70 years.
- The City of San Diego is anticipated to make available \$572,900 from the City General Fund to support the continued operation of the Program in Fiscal Year 2024, contingent on the Fiscal Year 2024 budgeting process.



REPORT

DATE ISSUED: March 30, 2023

REPORT NO: HCR23-047

ATTENTION: Chair and Members of the San Diego Housing Commission
For the Agenda of April 6, 2023

SUBJECT: Approval of the Sole Source Justification and Operating Agreement between the San Diego Housing Commission and St. Vincent de Paul Village, Inc., doing business as Father Joe's Villages, to Operate the City of San Diego's Bishop Maher Interim Shelter Program

COUNCIL DISTRICT: Citywide

REQUESTED ACTION:

Approve a non-competitive, sole source agreement under Procurement Policy 9.4 with St. Vincent de Paul Village, Inc., doing business as Father Joe's Villages, in the amount of \$572,900 for a 12-month term from July 1, 2023, through June 30, 2024, with four one-year options for renewal, contingent on the City of San Diego making funds available in its annual fiscal year budgeting process and the continuance or extension of the Memorandum of Understanding (MOU) with the City of San Diego for oversight and administration of the City's Homeless Shelters and Services Programs (current term ends June 30, 2024), for the operation of the City of San Diego's Bishop Maher Interim Shelter Program (Program) located at 1506 Commercial Street, San Diego, CA, 92113.

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 St. Vincent de Paul Village, Inc. in the amount of \$572,900 for an initial term of July 1, 2023, through June 30, 2024, with four one-year options for renewal, contingent on funding being made available for that purpose and the continuance or extension of the Memorandum of Understanding (MOU) with the City of San Diego for oversight and administration of the City's Homeless Shelters and Services Programs (current term ends June 30, 2024), to provide interim shelter and services for persons experiencing homelessness at the City of San Diego's Bishop Maher Interim Shelter Program at 1506 Commercial Street, San Diego, CA 92113. The funding source for the initial operating term is expected to be City General Fund.
- 2) Authorize the Housing Commission's President and 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

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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.

- 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 of the City of San Diego (Housing Authority), but only if and to the extent that funds are determined to be available for such purposes.

SUMMARY

The Housing Commission has administered the contract for the Bishop Maher Interim Shelter Program since February 6, 2021, based on a Memorandum of Understanding (MOU) between the Housing Commission and the City that first took effect on July 1, 2010. An MOU between the City and the Housing Commission for the continued provision of Homeless Shelters and Service Programs became effective July 1, 2015, with options through June 30, 2019. It was approved by the Housing Commission Board and by the Housing Authority and City Council. A third MOU between the City and the Housing Commission for the provision of Homeless Shelter and Services Programs, including the City's Interim Shelter Program, effective July 1, 2019, through June 30, 2024 (including options) was approved by the Housing Commission Board on May 3, 2019, and the Housing Authority on June 25, 2019 (Resolution No. HA-1821).

The proposed actions referenced in this report will allow the Housing Commission to continue the existing program with St. Vincent de Paul Village, Inc. in amounts referenced within this report to provide for the ongoing operation of the Bishop Maher Interim Shelter Program at 1506 Commercial St., San Diego, CA, 92113 for an initial term of July 1, 2023, through June 30, 2024, with four one-year options for renewal, contingent on funding availability.

The Bishop Maher Interim Shelter Program (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 Program is an important component to the vision, principles and strategies identified in the Action Plan.

PROGRAM OVERVIEW

The Bishop Maher Interim Shelter Program is located on the fourth floor of the building at 1506 Commercial Street, San Diego, CA 92113, within St. Vincent de Paul Village's main campus in the East Village neighborhood of Downtown San Diego. The Program provides interim shelter year-around in alignment with Housing First principles for a minimum of 28 women experiencing homelessness in the City at any one time. Referrals into the Program will be facilitated through the Coordinated Shelter Intake Program, which the Housing Commission administers. The Program will provide safe, low-barrier, interim housing, as well as stabilization and supportive services, to prepare persons experiencing homelessness for the most appropriate longer-term or permanent housing interventions, contributing to the regional goals of ensuring instances of homelessness are rare, brief and non-recurring.

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The City's Bishop Maher Interim Shelter Program is intended to be a short-term solution to assist individuals in transitioning to the most appropriate longer-term or permanent housing resources available in the community. All services provided by the program are focused on supporting an individual's access to permanent or other longer-term housing as quickly as possible.

The Bishop Maher Interim Shelter Program utilizes trauma-informed care, motivational interviewing, and a harm reduction model. The Program design will effectively serve shelter residents in a welcoming and solutions-focused environment. All services are client-centered, housing-focused, and easily accessible to clients. Services must be evaluated for effectiveness and adherence to approved policies and procedures on a regular basis with course corrections implemented as necessary to maintain program fidelity.

St. Vincent de Paul Village, Inc. adheres to all Regional Task Force on Homelessness (RTFH) performance standards and requirements and participates in the Coordinated Entry System (CES) as established by RTFH community standards and policies.

Program Components:

- a. Housing First program with low barriers to entry and operations;
- b. Housing-focused program that 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 housing plan, including stabilization strategies and 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 RTFH community standards and policies; and
 - vii. Assistance with housing applications and supportive and subsidized housing paperwork
- c. Basic shelter services, including but not limited to:
 - i. Appropriate 24-hour residential services and staffing;
 - ii. A maximum of 28 beds and other residential furnishings;
 - iii. A minimum of two meals per day in compliance with all applicable health and safety regulations;

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- 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.

Operator Experience

St. Vincent de Paul Village, Inc. has supported individuals and families experiencing homelessness and poverty to achieve self-sufficiency for 70 years. As one of San Diego's largest residential homelessness service providers, St. Vincent de Paul Village, Inc. typically serves more than 14,000 individuals annually. Housing solutions offered by St. Vincent de Paul Village, Inc. include transitional housing, rapid rehousing, interim housing, permanent supportive housing, and affordable housing.

The organization currently operates multiple shelter programs funded by the City of San Diego, including the Paul Mirabile Center Interim Shelter and the Bridge Shelter at Golden Hall, which provide over 900 beds for adults, single women, families with minor children and transition-age youth experiencing homelessness. The organization follows a Housing First model, which recognizes the need to provide housing and shelter without preconditions, in conjunction with the provision of supportive services to ensure low-barrier entry into housing programs.

CONTRACTOR SELECTION PROCESS

A non-competitive procurement process under Procurement Policy 9.4 was utilized to procure the City of San Diego's Bishop Maher Interim Shelter Program. This Program leverages existing site resources controlled by St. Vincent de Paul Village, Inc. as well as other cash and in-kind funds to support the Program. St. Vincent de Paul Village, Inc. has been operating the program since February 6, 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 the organization.

FISCAL CONSIDERATIONS

The Housing Commission is proposing to allocate \$572,900 to this program for operations in Fiscal Year 2024. The funding source is anticipated to be the City General Fund and is contingent on funding being made available for this purpose during the City's annual budgeting process.

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FUNDING SOURCE	FUNDING BY USE	FY 2024	FY2025*	FY2026*	FY2027*	FY2028*
General Fund	St. Vincent de Paul Village, Inc. Operating Contract	\$572,900	\$572,900	\$572,900	\$572,900	\$572,900
General Fund	SDHC Administrative Costs	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
TOTAL		\$622,900	\$622,900	\$622,900	\$622,900	\$622,900

**Contingent upon funds available for this purpose*

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.

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 Bishop Maher Interim Shelter Program serves this purpose by providing shelter services and a pathway to housing to persons 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.

EQUAL OPPORTUNITY CONTRACTING AND EQUITY ASSURANCE

St. Vincent de Paul Village, Inc. is a local nonprofit organization and, as such, exempt from the requirement to submit a Workforce Report. St. Vincent de Paul Village, Inc. does not discriminate based on race, color, religion, national origin, ancestry, gender, gender identity, gender expression, 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.

AD HOC COMMITTEE ON HOMELESSNESS AMONG BLACK SAN DIEGANS

ACTION PLAN

The Housing Commission supports and is committed to applying the action items identified in the regional Ad Hoc Committee on Homelessness Among Black San Diegans’ (Ad Hoc Committee) Action Plan. The staff-recommended actions proposed for Housing Commission Board consideration in this report relate to Ad Hoc Committee Action Item 6, Transform the Crisis Response System, by increasing availability of shelter and other basic survival needs and increasing access to mainstream systems identified as having barriers.

PREVIOUS COUNCIL and/or COMMITTEE ACTION

On June 25, 2019, the Housing Authority approved entering into an MOU between the Housing Commission and the City for the administration and provision of homeless shelters and services, including the City’s Interim Shelter Program, for an initial one-year term from July 1, 2019, through

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June 30, 2020, with four one-year options to renew in a form approved by General Counsel, and to take all actions necessary to implement the approval (Housing Authority Resolution No. HA-1821).

On October 19, 2020, the City Council approved the appropriation of ESG-CV grant funds for Housing Recovery Programs to support COVID-compliance staff at shelters and elevated service levels among shelter/housing staff to aid the transition of individuals experiencing homelessness from congregate shelters to permanent housing, including up to \$912,611 to fund shelter services operated by St. Vincent de Paul Village, Inc. (City Council Resolution No. R-313256).

KEY STAKEHOLDERS and PROJECTED IMPACTS

Stakeholders for this project include shelter residents and St. Vincent de Paul Village, Inc. 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 for 28 single adults nightly who would otherwise be experiencing unsheltered homelessness.

ENVIRONMENTAL REVIEW

These activities are categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to 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 Bishop Maher Interim Shelter Program will utilize existing facilities. Processing under the National Environmental Policy Act is not required because no federal funds are involved in these activities.

Respectfully submitted,

Lisa Jones

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

Approved by,

Jeff Davis

Jeff Davis
Interim President and 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.