



# County of El Dorado

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## Legislation Details (With Text)

**File #:** 22-1440 **Version:** 1

**Type:** Agenda Item **Status:** Approved

**File created:** 8/2/2022 **In control:** Board of Supervisors

**On agenda:** 9/27/2022 **Final action:** 9/27/2022

**Title:** Health and Human Services Agency (HHS) recommending the Board:  
1) Make findings that the provision of strategic and practical technical assistance and support for the El Dorado Opportunity Knocks Continuum of Care, and HHS Housing and Homelessness Services Program, provided by Contractor are in the public's best interest and that there are specialty skills, qualifications, and equipment not expressly identified in County classifications involved in the performance of the work in accordance with El Dorado County Ordinance Code, Chapter 3.13.030(B), El Dorado County Charter, Section 210(b)(6), and/or Government Code Section 31000;  
2) Approve and authorize the Chair to sign Amendment 2 to Agreement for Services 5919 with The Center for Common Concerns, Inc., doing business as Homebase, which increases compensation by \$300,000 for a new maximum obligation of \$550,000, and extends the term one (1) year for a new term of September 1, 2021 through September 30, 2023; and  
3) Authorize the HHS Director, or the Assistant Director of Human Services, to execute further documents relating to Agreement 5919, contingent upon approval by County Counsel and Risk Management, including amendments which do not increase the maximum dollar amount or term of the Agreement.

**FUNDING:** 100% State: Homeless Housing, Assistance, and Prevention Program.

### Sponsors:

### Indexes:

### Code sections:

**Attachments:** 1. A - Approved CRS Homebase, 5919 A2, 2. B - Homebase, 5919 A2, 3. C - Homebase 5919, 5919 A1 + Approved CRSs, 4. Executed Agreement 5919

Date	Ver.	Action By	Action	Result
9/27/2022	1	Board of Supervisors	Approved	Pass

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**DISCUSSION / BACKGROUND:**

El Dorado Opportunity Knocks Continuum of Care (EDOK CoC) is a regional planning body of representative stakeholders in El Dorado County that coordinates the community's policies, strategies, and activities toward preventing and ending homelessness. In order for the EDOK CoC to apply for or receive Continuum of Care (CoC) designated State funding allocations, the EDOK CoC is required to designate an Administrative Entity (AE), which is defined as a unit of general-purpose local government (City or County), a Joint Powers Authority, or a nonprofit organization that has previously administered federal Department of Housing and Urban Development (HUD) CoC funds as the collaborative applicant pursuant to Section 578.3 of Title 24 of the Code of Federal Regulations and been designated by the CoC to administer program funds. Regardless of who the CoC designates as their AE, the CoC remains the entity accountable for approval of the application, activities, and funding allocations. The AE is responsible, based upon the CoC's direction, to administer contracts associated with the State allocations and to fulfill reporting requirements to the State. On November 16, 2021, the Board approved and authorized the Chair to sign Resolution 150-2021 which designated the El Dorado County Health and Human Services Agency (HHSA) to continue to serve as the AE for the EDOK CoC (File ID: 21-1720).

As the AE for the EDOK CoC, HHSA requires technical support in order to perform its responsibilities in compliance with CoC Federal and State requirements. Most recently, to support AE activities, HHSA has contracted with The Center for Common Concerns, Inc., doing business as Homebase (Homebase) under Agreement 5919, approved by the Purchasing Agent on September 1, 2021. Homebase provides strategic and practical technical assistance, capacity building, training and support to both the EDOK CoC and the HHSA Housing and Homelessness Services staff to ensure adherence to federal and state rules and regulations with regard to a homeless system of care. In addition, Homebase works with County staff, EDOK Board members, and community stakeholders to identify and address systemic challenges, develop strategies to respond to system gaps, and implementing such strategies. On December 7, 2021, the Board approved Amendment 1 to Agreement 5919 which increased the maximum obligation by \$175,000 for a new maximum obligation of \$250,000 (File ID: 21-1602).

To ensure the HHSA Housing and Homelessness Services program meets the necessary criteria to receive ongoing funding, including but not limited to funding through HUD, it is important that Homebase continues to provide technical support to both HHSA and the EDOK CoC in building a robust system response to homelessness while meeting all administrative requirements. HHSA requests the Board approve Amendment 2 to Agreement 5919 which will increase the maximum compensation by \$300,000 for a new maximum obligation of \$550,000, and to extend the term by one (1) year, for a new term of September 1, 2021 through September 30, 2023. Amendment 2 updates the scope of services to ensure Homebase can provide technical assistance on additional Continuum of Care grant applications as well as provide support to County staff on grant planning and development.

In accordance with Board of Supervisors Procurement Policy C-17, Section 7.11, the contractor selection process for service contracts in excess of \$100,000 must include a review of the scope of services and contractor's professional qualifications by a group of individuals (including at least one representative from outside the department requesting the services) qualified to judge the contractor's ability to perform the services. HHSA has documentation on file that such a review was performed for Agreement 5919 with Homebase.

**ALTERNATIVES:**

Should the Board decline to approve this second Amendment to Agreement 5919, both the EDOK CoC and the HHSA Housing and Homelessness Services Program staff would not receive the technical assistance and support needed to continue developing and implementing the Homeless system of care.

**PRIOR BOARD ACTION:**

- 1) 09/01/20, File ID 20-1102, HHSA, Agmt 5086 with Center for Common Concerns - HomeBase.
- 2) 11/16/21, File ID 21-1720, Agenda No. 20, HHSA HHAP Round 3 Resolution Funding
- 3) 12/07/21, File ID 21-1602, Agenda No. 24, HHSA 5919 Amendment 1 The Center for Common Concerns - Homebase

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

Approved by County Counsel and Risk Management. The Auditor-Controller has been notified of this agreement per Board Policy B-12.

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

There is no County General Fund associated with this Agenda item. The amendment is funded by the HHAP Round 3 funding, a joint allocation to the CoC and the County, and has been included in the Fiscal Year 2022-23 Budget.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

Clerk of the Board to return one (1) fully executed Amendment to HHSA Contracts Unit at 3057 Briw Rd, Suite B.

**STRATEGIC PLAN COMPONENT:**

Healthy Communities.

**CONTACT**

Evelyn Schaeffer, Director, Health and Human Services Agency