



Legislation Text

File #: 20-1102, **Version:** 1

Health and Human Services Agency, acting as the Administrative Entity for the El Dorado Opportunity Knocks Continuum of Care (CoC), recommending the Board:

- 1) Approve and authorize the Chair to sign Agreement for Services 5086 with The Center for Common Concerns (HomeBase), for a term effective upon execution through August 31, 2021, and a maximum obligation of \$216,000 for the provision of technical assistance and support for the El Dorado Opportunity Knocks (EDOK) Continuum of Care, and HHSA Homeless Program;
- 2) Make findings in accordance with County Ordinance 3.13.030 (B) Specialty skills and qualifications not expressly identified in County classifications are involved in the performance of the work, and C) "Due to the limited timeframes, temporary or occasional nature, or schedule for the project or scope of work, the ongoing aggregate of work to be performed is not sufficient to warrant addition of permanent staff;" and
- 3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement for Services 5086, including amendments which do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

FUNDING: 100% Grant funded. County Whole Person Care Grant Funding / EDOK CoC HEAP and HHAP funding.

DISCUSSION / BACKGROUND:

Under Agreement #5086, the Center for Common Concerns (HomeBase) will provide technical assistance, training and support to both the El Dorado Opportunity Knocks Continuum of Care (CoC), and to County Homeless Program staff, to ensure adherence to federal and state rules and regulations with regard to a homeless system of care. This Agreement #5086 is a three-party agreement wherein HomeBase will provide technical assistance to the CoC on an as-requested basis, as well as technical assistance to the HHSA Homeless Program staff on an as-requested basis.

The County has recently begun hiring staff and establishing a Homelessness Program. To ensure the program meets the necessary criteria to receive ongoing funding, including but not limited to funding through Housing and Urban Development (HUD), it is important that this consultant continues to provide support to both HHSA and the CoC.

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 #5086.

ALTERNATIVES:

Should the Board decline to approve this Agreement #5086, both the EDOK CoC and the HHSA

Homeless Program staff would not receive the technical assistance and support needed to continue developing and implementing the Homeless system of care.

PRIOR BOARD ACTION:

January 14, 2020, File ID 19-1777, Agenda No. 12, Agmt 4106, A1

OTHER DEPARTMENT / AGENCY INVOLVEMENT:

Approved by County Counsel, and Risk Management.

CAO RECOMMENDATION:

Approve as recommended.

FINANCIAL IMPACT:

There is no Net County Cost associated with this Agenda item. This Agreement is funded by CoC allocation in the amount of \$108,000, and the County grant Whole Person Care allocation in the amount of \$108,000, both of which have been included in the Fiscal Year 2020-21 budget.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) Clerk of the Board to obtain signature of Chair on two (2) original Agreements for Services #5086.
- 2) Clerk of the Board to return one (1) fully executed Agreement to the Chief Administrative Office Procurement and Contracts Division.

STRATEGIC PLAN COMPONENT:

Healthy Communities.

CONTACT

Don Semon, Director