

June 13, 2023

R-20

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP HE23-229, and award contracts to First to Serve, Inc., of Los Angeles, CA, and Interval House, of Long Beach, CA, to provide operation and supportive services for homeless prevention and rapid rehousing, in annual amounts not to exceed \$787,061 and \$787,061, respectively, for a period of one year, with the option to renew for an additional one-year period, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all necessary documents to enter into the contracts, including any subsequent amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into contracts with First to Serve, Inc. (First to Serve) to provide operation and supportive services for Homeless Prevention (HP) and with Interval House to provide operation and supportive services for Rapid Rehousing (RRH). These activities are funded through the Homeless Housing, Assistance, and Prevention (HHAP) grant. The initial contracts are expected to be executed in June 2023 following City Council approval.

In July 2019, Governor Newsom signed the HHAP program into law. HHAP is a block grant that provides local jurisdictions with funding to expand or develop local capacity to address homelessness. The purpose of the HHAP program is to strengthen local homeless crisis response systems. Effective homeless crisis response systems will assist unhoused persons to exit homelessness by identifying those experiencing homelessness, preventing homelessness when possible, connecting individuals to housing, and providing wraparound services.

The goal of these contracts is to strengthen the services available for people at risk and experiencing homelessness. The RRH projects will provide relocation, support, stabilization services, and short-and medium-term rental assistance to support people move quickly into permanent housing and achieve housing stability. The HP program will provide short-term targeted intervention to address people's housing crisis before they become homeless.

The Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on February 28, 2023, and 29 potential proposers specializing in Rapid Re-Housing and Homeless Prevention were notified of the RFP opportunity. Of those proposers, nineteen downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at

www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 44 local, minority-owned, and women-owned business groups. There were four proposals received on April 4, 2023. Of those four proposers, one was a Minority-owned Business Enterprise (MBE), one was a Women-owned Business Enterprise (WBE), none were certified Small Business Enterprises (SBEs), and one was a Long Beach vendor (Local). The selection committee determined that First to Serve Inc, of Los Angeles, CA (MBE) was the most qualified firm to provide Homeless Prevention services, and Interval House of Long Beach, CA (Local) was the most qualified firm to provide Rapid Re-Housing Services for the City of Long Beach (City).

The selection of these agencies was based on their competence and ability to quickly meet the needs of the programs and terms of the RFP, extensive history of successful comparable engagements, demonstrated training, knowledge, and expertise of key personnel, and having the most cost-effective rate.

Local Business Outreach

To align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the procurement database to download RFP specifications. Through outreach, 13 Long Beach vendors were notified to submit proposals, of which 10 downloaded and 1 submitted a proposal. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Anita Lakhani on May 17, 2023, Purchasing Agent Michelle Wilson on May 19, 2023, and Budget Analysis Officer Greg Sorensen on May 24, 2023.

TIMING CONSIDERATIONS

City Council action to adopt specifications No. RFP HE23-229 and award contracts concurrently are requested on June 13, 2023, to ensure the contracts are in place expeditiously to provide services without interruption.

EQUITY STATEMENT

The City has incorporated the Equity Toolkit into this recommendation as requested by the City Council on April 21, 2020. This recommendation will assist people experiencing homelessness in Long Beach who are at increased vulnerability for COVID-19 exposure and those that need isolation and quarantine due to the pandemic.

FISCAL IMPACT

The aggregate annual contract amounts with First to Serve and Interval House will not exceed \$1,574,122. Sufficient funding for this program has been secured through the California Interagency Council on Homelessness and is currently budgeted in the Health Fund Group in the Health and Human Services Department, offset by grant revenue. Any indirect costs that might not be eligible for grant funds will be funded by the Health Operating Fund, General Fund, or other eligible grant funds. There is no match or in-kind service mandate. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. Interval House of Long Beach, CA employs thirty-five individuals who reside in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY
DIRECTOR
HEALTH AND HUMAN SERVICES

APPROVED:



THOMAS B. MODICA
CITY MANAGER