

August 23, 2022

**R-24**

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**RECOMMENDATION:**

Authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 36227 with Illumination Foundation, of Orange, CA, for providing operation services of the Project Roomkey program, a 47-unit property located at 1500 E Pacific Coast Hwy that is currently being used as interim housing for people experiencing homelessness and in a COVID-19 high-risk category, to increase the contract amount by \$1,651,228, for a total contract amount not to exceed \$2,476,842, and extend the contract by two (2) six-month terms to September 30, 2023. (District 6)

**DISCUSSION**

City Council approval is requested to amend Contract No. 36227 with Illumination Foundation, to extend the term of the contract by an additional two (2) six-month terms to September 30, 2023, to provide operation services of the Project Roomkey program, a 47-unit property located at 1500 E Pacific Coast Hwy, which is currently being used as interim housing for people experiencing homelessness and in a COVID-19 high-risk category. The extension is requested to quickly respond to potential future interim housing services contract extensions and to maximize the use of grant funds available.

On July 5, 2022, pursuant to Long Beach Municipal Code Chapters 2.69 and 2.85, approved the receive and file of Contract No. 36227 with Illumination Foundation to operate the Project Roomkey facility for the period of April 1, 2022 through June 30, 2022. Due to a grant funding extension beyond June 30, 2022, provided by the California Department of Social Services as a pass through from the County of Los Angeles, the Department of Health and Human Services (Health Department) has secured funding to continue operating the program through September 30, 2023. In response to this, the first amendment to Contract No. 36227 was executed on June 15, 2022 to extend the contract through September 30, 2022.

Approval of the requested option for additional extensions will provide the Health Department with the flexibility needed to provide operational services for an interim housing facility for people experiencing Homelessness, should the COVID-19 pandemic surge beyond September 30, 2022, and during the current funding period.

This matter was reviewed by Deputy City Attorney Anita Lakhani on August 1, 2022, Purchasing Agent Michelle Wilson on July 28, 2022, and by Budget Management Officer Greg Sorensen on August 4, 2022.

### TIMING CONSIDERATIONS

City Council action to amend Contract No. 36227 is requested on August 23, 2022, to ensure there is no interruption to interim housing services for the Project Roomkey program.

### EQUITY LENS

The City has incorporated the Equity Toolkit in this recommendation, as requested by the City Council on April 21, 2020. The services provided will assist people experiencing homelessness in Long Beach who are at increased vulnerability for COVID-19 exposure by providing quality shelter services in a non-congregate shelter model.

### FISCAL IMPACT

The requested action will increase the contract amount by \$1,651,228 for a total contract amount not to exceed \$2,476,842 and extend the contract term to September 30, 2023. Costs for this service are offset by grant funding from the California Department of Social Services made available through Los Angeles County and the Emergency Solutions Grant, to address the spread of the Coronavirus (ESG-CV). This funding is made available through the CARES Act and Federal Emergency Management Authority (FEMA). As lead agency to administer homeless services grants across the Long Beach Continuum of Care (CoC), ESG program expenses incurred by the Health Department are being transferred to the Department of Development Services on a quarterly basis where the ESG program funding is currently appropriated. Sufficient funds are appropriated in the Health Fund Group in the Health Department and the Community Development Grants Fund Group in the Department of Development Services. Costs will be eligible for funding under FEMA and other potential grant funding which the City continues to monitor. Should additional funding be granted, an appropriation increase will be requested as part of the midyear quarterly budget amendment. Any indirect costs that might not ultimately be eligible for grant funds will be funded by the Health Operating Fund, General Fund, or other eligible grant funds. This recommendation has minimal staffing impact beyond the normal budgeted scope of duties for staff currently working on COVID-19 response and is consistent with City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY  
DIRECTOR  
HEALTH AND HUMAN SERVICES

APPROVED:



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THOMAS B. MODICA  
CITY MANAGER