

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 05/27/08		Item Number: <u>C-5</u>	
AGENDA ITEM: Authorization of the Release of a Request for Proposals for Homeless Outreach Services.			
Contact Person/Dept.: Armando Abrego, Senior & Social Services Manager		Phone Number: (310) 253-6724	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Public Notification: Master Notification List (05/21/08)			
Department Approval: William La Pointe, Director of Parks, Recreation and Community Services (05/15/08)		City Attorney Approval: Carol Schwab (by H. Baker) (05/21/08)	
Fiscal Impact Review: Jeff Muir (by M. Noller) (05/21/08)		City Manager Approval: Jerry B. Fulwood ()	
<u>RECOMMENDATION:</u> Staff recommends the City Council authorize the release of a Request for Proposals (“RFP”) for Homeless Outreach Services. <u>BACKGROUND/DISCUSSION:</u> In an effort to address providing services to the homeless population, the City Council , among other proactive measures, released a RFP for “Homeless Outreach Service” on February 9, 2005. The RFP sought an organization to conduct homeless outreach, supportive services linkages and data collection. Over fifty (50) agencies received the RFP, four (4) responded and were evaluated. The contract was awarded to Saint Joseph Center. Since August of 2005, Saint Joseph’s staff has responded to numerous city requests and provided case management services to 79 people who are homeless in Culver City, making 34 emergency, transitional or permanent housing placements. The agreement with Saint Joseph Center will expire at the end of July 2008. In preparation for the expiration of the contract, the Committee on Homelessness has reviewed and recommends that Council authorize staff to release the attached RFP. The Council Homelessness Subcommittee (Vice Mayor Silbiger and Councilmember Weissman) along with a subcommittee from the Committee on Homelessness with city staff from Police, Fire, Housing and Senior & Social Services will convene to evaluate all transmitted proposals. Each proposal will be evaluated on the following criteria:			

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- Qualifications/Organizational Capacity (20%)
- Project Plan (20%)
- Supportive Services Linkages (20%)
- Data Collection/Needs Assessment (20%)
- Budget/Financial Statements (20%)

Based on the criteria above, the most qualified responsible organization will be selected and recommended to Council to conduct homeless outreach, supportive services, and data collection.

Should Council authorize the release of the RFP, the following table provides tentative dates for the next steps in this process:

Item	Date
Publication and Mailing	May 28, 2008
Opening by City Clerk	June 26, 2008
Consideration of Award of Contract by City Council	July 14, 2008
New Contract Effective Date	August 1, 2008

FISCAL ANALYSIS:

Funding for this RFP is included in the 2008-09 Proposed Budget. As part of the proposed Budget for Fiscal Year 2008/2009, staff has requested funding in the amount of \$52,000 for a Homeless Outreach services through the Senior & Social Services Division Budget (account # 10134100.619800/Other Contractual Services).

ATTACHMENTS:

1. Notice Requesting Proposals – Request for Proposals for Homeless Outreach Services for the City of Culver City.

MOTION:

That the City Council:

Authorize staff to release the Request for Proposals for Homeless Outreach Services for the City of Culver City.