



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 10/23/2018

Agenda Placement: 6C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: JoAnn Melgar for Mary Butler - Interim Director
Health & Human Services Administration

REPORT BY: JoAnn Melgar, Staff Services Analyst II - 707-253-4722

SUBJECT: Amendment No. 2 to Agreement with Abode Services, Inc. (Homeless Services)

RECOMMENDATION

Interim Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 2 to Agreement No. 170870B with Abode Services, Inc. adding language regarding real property annual inspections, incorporating Addendum 2 to the Compensation exhibit to include an advance payment for Fiscal Year 2018-2019 and each subsequent automatic renewal thereof and incorporating a revised budget with no change to the contract maximum for operation of the Napa County homeless shelter and supportive housing system.

EXECUTIVE SUMMARY

The purpose of today's requested action is to amend the Agreement as follows:

1. Incorporate language to enable an advance payment for Fiscal Year 2018-2019 and each automatic renewal thereof with no change to the contract maximum;
2. Incorporate a revised budget; and
3. Add language allowing Napa County to conduct annual real property inspections

The original Agreement with Abode included a provision to allow Abode to draw an advance of up to 15 percent of the maximum financial obligation of the agreement. The intent of the parties was to provide an advance to Abode during each fiscal year of the Agreement. The work done under this agreement requires that Abode pay rents, deposits and other items up front. The advance is intended to give Abode operating capital in order to cover these expenses.

The intent of the parties was to provide an advance to Abode during each fiscal year of the Agreement. When Amendment No. 1 to the Agreement was approved, the advance language was limited to only Fiscal Years 2016-

2017 and 2017-2018. This amendment will not result in additional funding to Abode. Once Abode invoices for the advance, Abode will deduct 1/12th of the advance payment from each monthly invoice.

Approval of this amendment also allows Health and Human Services to conduct annual real property inspections. The intent of the annual inspection is to identify major health and safety concerns in locations where a contractor provides public services, living environments, or work environments, and in locations where no maintenance or custodial responsibility falls to the County. The annual inspection is also in accordance with a recently-adopted County Policy and Procedure drafted by Health and Human Services Agency, the County Executive Office and the Department of Public Works staff.

Abode Services, Inc. is not a local vendor. Abode was selected through a formal Request for Proposals.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The County entered into an agreement with Abode Services, Inc. (Abode) in July of 2017 as a result of a Request for Proposals which was issued to address the redesign of the homeless services system. Pursuant to this agreement, Abode:

1. Provides Outreach Services to homeless individuals located on streets, in encampments, under bridges and freeways, in the jail, and in residential treatment centers to connect them with available services;
2. Provides Housing Navigation Services to assist homeless clients with needed services and affordable housing;
3. Operates the South Napa Shelter and the Winter Shelter;
4. Operates and serves as the Administrator of the Flexible Housing Funding Pool to efficiently implement and manage housing resources;
5. Acts as the Primary Housing Landlord Liaison which is a crucial component of the Coordinated Entry System;

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SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri