



# County of Monterey

**Item No.40**

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

Registar File Number: A 24-084

March 12, 2024

Introduced: 2/27/2024

Current Status: Department of Social  
Services - Consent

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Director or the Assistant Director of the Department of Social Services to sign Amendment #2 to Agreement #5010-354 with the Coalition of Homeless Services Providers by adding \$70,000 for a new contract total of \$706,340 for the biennial Point-In-Time Homeless Census Report and consulting assistance for the Homeless Housing, Assistance and Prevention Round 5 (HHAP-5) application, with no change to the agreement term; and
- b. Authorize the Director or Assistant Director of the Department of Social Services to sign up to three (3) future amendments to this amended Agreement where the total amendments do not exceed 10% (\$70,634) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$776,974.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Director or the Assistant Director of the Department of Social Services to sign Amendment #2 to Agreement #5010-354 with the Coalition of Homeless Services Providers by adding \$70,000 for a new contract total of \$706,340 for the biennial Point-In-Time Homeless Census Report and consulting assistance for the Homeless Housing, Assistance and Prevention Round 5 (HHAP-5) application, with no change to the agreement term; and
- b. Authorize the Director or Assistant Director of the Department of Social Services to sign up to three (3) future amendments to this amended Agreement where the total amendments do not exceed 10% (\$70,634) of the amended contract amount, do not significantly change the scope of work, and do not exceed the maximum aggregate amount of \$776,974.

### SUMMARY/DISCUSSION:

Amendment #2 adds \$70,000 to the agreement for a total contract amount of \$706,340 for the following two reasons:

- 1) The Coalition of Homeless Services Providers (CHSP), our local Continuum of Care (CoC), is subcontracting with Applied Survey Research to plan, coordinate, and produce the 2024 Homeless Census Report at a cost of \$89,700. The County's share of the cost for the report is \$63,000, shared by Monterey County Department of Social Services (DSS) and Monterey County Department of Health. The remaining balance of \$26,700 will be shared between the CHSP and San Benito County. HUD requires Continuum of Care (CoC) agencies to conduct a count of unsheltered people experiencing homelessness every two years.
- 2) CHSP, as the local CoC, will collaborate, develop, and submit the HHAP-5 application with the CoC, County of Monterey and San Benito County. Because of the complexities of the application, CHSP hired a consultant to assist in the development of the application with the

partners sharing in the cost. The HHAP grant provides local jurisdictions with flexible funding to continue efforts to end and prevent homelessness. The County's contribution towards the cost of preparing the HHAP-5 application is \$7,000 with DSS and the County Administrative Office Homeless Services sharing the cost.

OTHER AGENCY INVOLVEMENT:

The Auditor-Controller and Purchasing have reviewed and approved this Agreement. County Counsel has approved the Agreement as to form.

FINANCING:

Amendment #2 is being increased by \$70,000 which will be funded by State Homeless Housing, Assistance and Prevention Round 3 of \$66,500 in Social Services 001-5010-SOC004-8258 Budget and \$3,500 from the County Administrative Office Homeless Services 001-1050-CAO004-8054 Budget. Sufficient appropriations and estimated revenues are included in SOC004 and CAO004 in the FY 2023-24 Adopted Budget.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement correlates to the Health & Human Services and Administration Strategic Initiatives adopted by the Board of Supervisors by working towards the goals of the Lead Me Home 5-Year Plan to Reduce Homelessness by coordinating services to individuals and families experiencing homelessness.

Mark a check to the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Alex Soltero, MAII, x3584

*Betsy Cronin For Lori A. Medina*

Approved by: Lori A. Medina, Director. x4430

Attachment: Coalition of Homeless Services Providers Original Agreement EXECUTED  
Coalition of Homeless Services Providers Amendment 1 EXECUTED  
Coalition of Homeless Services Providers Amendment 2 PROPOSED

Proposed agreement is on file with Clerk of the Board as an attachment to this Board Report.