

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
7	10/24/16	Open	Action	10/11/16

Subject: Approving a Sole Source Procurement and First Amendment to the Contract for Homeless Outreach Services with Sacramento Steps Forward

ISSUE

Whether or not to approve a Sole Source Procurement and the First Amendment to the Contract for Homeless Outreach Services with Sacramento Steps Forward.

RECOMMENDED ACTION

Adopt Resolution No. 16-10-_____, Approving a Sole Source Procurement and the First Amendment to the Contract for Homeless Outreach Services with Sacramento Steps Forward.

FISCAL IMPACT

Budgeted:	Yes	This FY17:	\$	36,800
Budget Source:	Operating	FY18:	\$	56,580
Funding Source:	Local	FY19:	\$	59,409
Cost Cntr/GL Acct(s) or Capital Project #:	CC 36 GL 630045	FY20:	\$	30,429
Total Contract*:	\$ 238,418	Total Amount:		183,218

*Original Contract = \$55,200
First Amendment = \$183,218

DISCUSSION

On November 4, 2015, the General Manager/CEO entered into a contract with Sacramento Steps Forward (SSF) for Homeless Outreach Services. SSF, lead agency for the Sacramento Homeless Continuum of Care, has developed a well-trained team of homeless outreach workers called Navigators from varied disciplines dedicated to establishing relationships with individuals experiencing homelessness for the purpose of assisting those in need of housing and self-sufficiency. SSF is a host to a 20 plus member Integrated Outreach Team (IOT) comprised of SSF Navigators partnered with local law enforcement, Emergency Medical Services and specialized outreach workers from agencies such as Wind Youth, Veteran Affairs, Transforming Lives Cultivating Success and Genesis. Together, the IOT prioritizes individuals of highest need and geographic locations with the highest concentrations of individuals experiencing homelessness. The contract with SSF will expire on November 3, 2016. However, the homeless outreach services provided by SSF are still needed by RT.

SSF provided RT with a dedicated Navigator in March 2016 to assist individuals living in a state of homelessness within RT's District boundaries. The Navigator's primary goal is to contact homeless individuals, establish a positive relationship, and work toward the goal of establishing

Approved:

Presented:

Final 10/18/16

General Manager/CEO

VP of Security and Safety

J:\Board Meeting Documents\2016\18 October 24, 2016\2016-10-24 1st Amendment to Sac Steps Forward Navigator.doc

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long term housing, and other needed services. The secondary goal is for the Navigator to collect data regarding the homeless population to assist in identifying outcomes, and trends amongst those living homeless within RT’s boundaries. Once contacted, individuals are admitted for housing and services through a Coordinated Entry and Assessment (CEA) process using a Vulnerability Index & Service Prioritization Decision Assistance Tool (VI-SPDAT). The use of VI-SPDAT acts as the central intake to the Continuum of Care and assures, based on levels of vulnerability, individuals receive the appropriate level of housing intervention.

While working on RT’s system, RT Navigator is teamed up with a Sacramento Sheriff’s Department Deputy assigned to RT Police Services (RTPS). Together, they make up RTPS’s Impact Team. The Impact Team has done an excellent job providing outreach to those experiencing homelessness within RT’s boundaries. Since the inception of the Navigator program in March 2016, they have contacted 498 individuals. 81 of the 498 individuals have been enrolled into VI-SPDAT. RTPS’s Impact Team also works together with the Sacramento Police Department’s Impact Team to address homeless camps throughout the city where it parallels RT rail and bus lines.

Per RT’s Procurement Ordinance, Article 1.405B2, RT’s Board may approve a noncompetitive procurement for contracts that are non-federally funded when it determines that it is in RT’s best interest to solicit one consultant or to amend an existing service contract. Staff recommends that the Board approve a noncompetitive First Amendment to the Contract for Homeless Outreach Services with Sacramento Steps Forward, to increase the term by 3 years and to increase the total consideration by \$183,218 from \$55,200 to \$238,418.

RESOLUTION NO. 16-10-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

October 24, 2016

**APPROVING A SOLE SOURCE PROCUREMENT AND THE FIRST AMENDMENT
TO THE CONTRACT FOR HOMELESS OUTREACH SERVICES WITH
SACRAMENTO STEPS FORWARD**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

WHEREAS, the RT General Manager/CEO entered into a sole source Contract with Sacramento Steps Forward for Homeless Outreach Services (SSF), on November 4, 2015.

WHEREAS, SSF provides well trained outreach workers called Navigators that assist individuals experiencing homelessness obtain long term housing and other needed services.

WHEREAS, RT's partnership with SSF has been successful in making contact with 498 of RT's most vulnerable patrons in need of housing and social services and has been instrumental in enrolling 81 of RT's patrons in the Vulnerability Index and Service Prioritization Decision Assistance Tool (VI-SPDAT), which is a central intake to the Continuum of Care, which helps assure access to housing intervention.

WHEREAS, the Contract memorializing the partnership between SSF and RT will expire on November 3, 2016 and the program has been very successful in helping RT's most vulnerable passengers find the assistance they need to transition from homelessness to a situation in which they secure and maintain long-term housing and obtain the social services they need.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, in accordance with Section 1.405 B.2. of RT's Procurement Ordinance, a sole source procurement is permitted upon determination by the Board that it is in RT's best interest to amend an existing service contract without compliance with the competitive solicitation procedures set forth in the Article III of the Procurement Ordinance.

THAT, the Board hereby finds that it would be in RT's best interest to continue its partnership with Sacramento Steps Forward and to approve a sole source procurement and a first amendment to its contract with SSF to extend the term of the contract by 3 years, because of the caliber of the Navigators provided and the success of the program to date.

THAT, the First Amendment to the Contract between Sacramento Regional Transit District, therein referred to as "RT", and Sacramento Steps Forward, therein referred to as "Contractor" whereby the Contractor agrees to continue providing RT with a Navigator for Homeless Outreach, the total consideration is increased by \$183,218 from \$55,200 to \$238,418, and the term is increased by 3 years, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to enter execute the First Amendment.

JAY SCHENIRER, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Cindy Brooks, Assistant Secretary