



Board Agenda Item 51

DATE: December 12, 2023

TO: Board of Supervisors

SUBMITTED BY: Sanja Bugay, Director, Department of Social Services

SUBJECT: Agreement with WestCare California, Inc.

RECOMMENDED ACTION(S):

- 1. Under Administrative Policy No. 34 for competitive bids or requests for proposals (AP 34), determine that an exception to the competitive bidding requirement under AP 34 is satisfied and a suspension of competition is warranted due to unusual or extraordinary circumstances, and that the best interests of the County would be served by entering into an agreement with WestCare California, Inc. as the vendor is uniquely qualified to provide Housing and Disability Advocacy Program services; and**
- 2. Approve and authorize the Chairman to execute an agreement with WestCare California, Inc. for Housing and Disability Advocacy Program services, effective upon execution through June 30, 2026, which includes a 19-month base contract, with one optional one-year extension, total not to exceed \$4,696,879.**

There is no additional Net County Cost associated with the recommended actions. Approval of the recommended actions will allow the Department of Social Services (Department) to contract with WestCare California, Inc. (WestCare) to assist people experiencing or at risk of homelessness, who are likely eligible for disability benefits, with advocacy for disability benefits and housing supports through the Housing & Disability Advocacy Program (HDAP). This item is countywide.

ALTERNATIVE ACTION(S):

Should your Board elect not to approve the recommended actions, the Department will be unable to provide housing assistance and supportive services to individuals with disabilities experiencing homelessness and will be required to return unspent funds to the State.

SUSPENSION OF COMPETITION/SOLE SOURCE CONTRACT:

It is requested that the County find under AP No. 34 that an exception to the competitive bidding requirement is satisfied, and a suspension of competition is warranted due to unusual or extraordinary circumstances, as WestCare is able to provide a program focusing on disability benefits advocacy and housing assistance through the SSI/SSDI Outreach, Access and Recovery (SOAR), a national program designed to increase access to disability income benefit programs. The Department has partnered with WestCare since the program's inception in 2018 and as the State has recommended many changes to HDAP, the Department continues to work closely with WestCare to pilot new activities and services under HDAP. The Internal Services Department - Purchasing concurs with the Department's assessment that this satisfies the exception to the competitive bidding process required by AP 34.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. The maximum cost of the recommended Agreement (\$4,696,879) will be fully offset with the HDAP State allocation. Sufficient appropriations and estimated revenues have been included in the Department's Org 5610 FY 2023-24 Adopted Budget and will be included in future budget requests.

DISCUSSION:

The HDAP was established in 2016 to assist people experiencing or at risk of homelessness, who are likely eligible for disability benefits, by providing advocacy for benefits as well as housing supports. Amongst those who are eligible, HDAP prioritizes individuals or families who are experiencing chronic homelessness and rely most heavily on government-funded services including General Relief. HDAP has four core requirements: outreach, case management, disability benefits advocacy, and housing assistance. Housing-related financial assistance and wraparound supportive services provided under HDAP include but are not limited to interim shelter assistance, rental assistance, housing navigation, case management, security deposits, utility payments, moving costs, legal services, and credit repair.

On September 11, 2018, your Board approved Agreement No. 18-541 with WestCare to provide HDAP services to homeless individuals with disabilities. The agreement was amended several times to add funding and lengthen the time frame of the services with the fourth and final Amendment No. 23-145 approved by Your Board on March 28, 2023.

The State has recognized that there are various components required for the HDAP to be successful and one agency may be unable to provide all required components. This recommended agreement limits the services to be provided by WestCare to benefits advocacy and housing supports. The Department will be bringing forth an agreement at a later date for legal services for HDAP clients to compliment the recommended agreement.

The recommended agreement will be effective through June 30, 2025, with one (1) optional 12-month extension based on satisfactory performance, with written notice by the Department Director, or designee, and Contractor. Termination without cause requires a 30-day written notice from County, Department Director, or designee, or contractor.

REFERENCE MATERIAL:

BAI #57, March 28, 2023

BAI #55, September 11, 2018

ATTACHMENTS INCLUDED AND/OR ON FILE:

Suspension of Competition

On file with Clerk - Agreement with WestCare California, Inc.

CAO ANALYST:

Amina Flores-Becker