

**CITY OF OAKLAND  
COUNCIL AGENDA REPORT**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND  
2004 JUN -3 PM 7:47

TO: Office of the City Administrator  
ATTN: Deborah Edgerly  
FROM: Department of Human Services  
DATE: June 15, 2004

RE: A RESOLUTION AUTHORIZING THE CITY OF OAKLAND TO ENTER INTO AN AGREEMENT WITH PHOENIX PROGRAMS, INC. UNDER THE SUPPORTIVE HOUSING PROGRAM/HOMELESS FAMILIES SUPPORT NETWORK IN AN AMOUNT NOT TO EXCEED \$1,180,161 AND WITH ANY FUTURE PROVIDERS IN FUTURE PROGRAM YEARS, FOR PROVISION OF TRANSITIONAL HOUSING UNDER HUD'S SUPPORTIVE HOUSING PROGRAM, WITHOUT RETURNING TO COUNCIL

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**SUMMARY**

A resolution has been prepared authorizing the City Administrator to enter into an agreement with Phoenix Programs, Inc. under the Supportive Housing Program/Homeless Families Support Network (HFSN) in an amount not to exceed \$1,180,161, for the performance period of July 1, 2004 through February 28, 2005. The resolution also authorizes the City Administrator to amend or enter into subsequent agreements with any future provider agency/organization, and in future program years, for provision of transitional housing under HUD's Supportive Housing Program (SHP), without returning to City Council for these funds as HUD awards succeeding renewal grants.

Under the current HUD guidelines, the City may apply for renewal of the Supportive Housing Program grants annually. The renewal process is competitive and has both local and national screening criteria. The City has successfully competed for funding for the past nine years for its three transitional housing programs under SHP.

**FISCAL IMPACT**

Funding for the City of Oakland Supportive Housing Programs/Homeless Families Support Network has been received from HUD under project number G169020, Fund 2103, Org. 78111, Account 54916. The funds were appropriated in the FY 2003-05 Adopted Policy Budget in Fund 2103 (HUD-ESG), Organization 78111. There is no additional fiscal impact.

The professional services contract with Phoenix Programs, Inc. is subject to the City of Oakland's three percent contract compliance fee which amounts to \$35,405. This program has been exempt from paying the contract compliance fee the past. This program has not been paying the contract compliance fee, but all such waivers of the contract compliance fee are currently under review. Continuing this exemption of the contract compliance assessment fee would increase the existing negative balance in the Contract Compliance Assessment Fund (1790).

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## **BACKGROUND**

The Henry Robinson Multi-Service Center (HRMSC) was created in response to the Loma Prieta Earthquake of 1989 that destroyed approximately 1,000 low-income housing units and displaced 1,600 people. The City of Oakland's Redevelopment Agency, in conjunction with the County of Alameda, utilized Red Cross and Federal Emergency Management Agency (FEMA) disaster relief funds to acquire the Touraine Hotel, single room occupancy (SRO) hotel that had been closed by the quake. In 1995, HUD Supportive Housing Program funds were awarded to the City of Oakland to establish and operate the Homeless Families Support Network (HFSN), the Henry Robinson Multi-Service Center served as its housing component. HFSN operates with a core mandate to provide a case management model with a full range of support services, delivered in the context of 54 units (133 beds) of transitional housing.

The City's homeless programs are operated and administered by the City's Department of Human Services (DHS), *Community Housing Services Division*. On May 12, 2004, the Department of Human Services issued a Request for Qualifications (RFQ) to solicit proposals from qualified entities to act as the lead provider of the Homeless Families Support Network (HFSN).

## **PROGRAM DESCRIPTION**

HFSN is an innovative direct service program for which the City serves as the grantee. Now in its ninth year, HFSN provides a non-duplicative and seamless system of care for homeless families in Alameda County. *The purpose of HFSN is to provide a foundation that will build upon the assets of each family as they strive to improve their circumstances by getting off the street, identify causes of their homelessness, establish goals that will assist them through temporary, emergency shelter, transitional housing and continues into obtaining and maintaining transitional and permanent housing. HFSN seeks to foster self-sufficiency, eliminate homelessness, promote personal growth, and strengthen families to become more self sufficient. Through a strong case management model, HFSN provides a vast array of support services that are comprehensive, occur throughout all phases of and are designed to assist the participant in addressing the issues that caused and/or perpetuated their homelessness. HFSN's service delivery system includes outreach/intake, a family service plan, comprehensive psychosocial assessment with case management, transitional and permanent housing assistance and support services.*

HFSN serves a significant number of homeless families in Alameda County, beyond those housed at the Henry Robinson Multi Service Center. In recent years, HFSN has served over 450 families annually (approximately 1500 persons), which included approximately 900 children and 600 adults. The housing component is located at the Henry Robinson Multi-Service Center, yet participants requiring specialized skills and support are also housed at programs with which the HFSN has Memoranda of Understanding agreements. These can include drug and alcohol programs, mental health and domestic violence facilities, and other transitional housing at which participants will continue receiving HFSN program services and supports.

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Phoenix Programs shall provide transitional housing and supportive services to a total of 54 homeless families for up to 24 months with an estimated 108 children at any point in time at the Henry Robinson Multi-Service Center. Additionally, contractor shall provide supportive services, referral and assistance to homeless families willing to participate in case management and HFSN requirements who are not housed at the HRMSC. A period of six months follow up services shall be provided wherein case management staff continue their relationship and support of the families and work with those services agencies providing ongoing care.

### **KEY ISSUES AND IMPACTS**

The provision of Transitional Housing and services to homeless families is a key component of the Alameda County Wide Continuum of Care. The Transitional Housing Program is a core part of the City of Oakland's strategy and response to ending Homelessness.

The Transitional Housing Programs provide a critical component to a continuum of care giving families an opportunity to stabilize their lives at one address, manage their resources, save money, learn job and parenting skills and develop the kind of self-esteem and capacity needed to live independently

### **SUSTAINABLE OPPORTUNITIES**

**Economic:** Programs and services for homeless and low-income persons provide a stable environment that permits them to more readily access employment opportunities.

**Environmental:** The transitional housing programs are intended to provide housing for people who otherwise would be living on the streets or in other places not intended for habitation, by providing people with transitional housing they have an alternate and safe place to live as they work on stabilizing their lives.

**Social Equity:** The expenditure of the HUD funding upon the neediest in the community provides for the basic human needs and assists the homeless to become reintegrated into society.

### **DISABILITY AND SENIOR ACCESS**

The transitional housing Program serves and is accessible to persons with disabilities. Senior citizens and citizens with disabilities are welcomed into the THP. Senior and citizens with disabilities participants in the HFSN program must have custody of minor children. Senior citizens and citizens with disabilities will have access to referral services for comparable housing and/or services for anyone for who the building presents to great a challenge.

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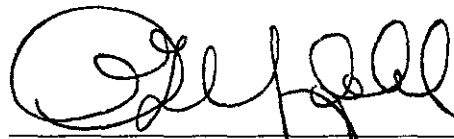
**RECOMMENDATIONS**

Its recommended that the City Council authorize the City Administrator to 1) enter into an agreement with Phoenix Programs, Inc. under the Supportive Housing Programs/Homeless Families Support Network for the an amount not to exceed \$1,180,161; 2) enter into agreements with any future providers in future program years for the provision of transitional housing under HUD's Supportive Housing Program for these three renewal grants, without returning to Council.

**ACTION REQUESTED OF THE CITY COUNCIL**

Approve a resolution authorizing the City Administrator to enter into an agreement with Phoenix Programs, Inc. under the Supportive Housing Programs/Homeless Families Support Network in an amount not to exceed \$1,180,161; and to enter into agreements with future providers in future program years for the provision of transitional housing under HUD's Supportive Housing Program for these three renewal grants, without returning to Council.

Respectfully submitted,



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ANDREA YOUNGDAHL  
Director, Department of Human Services

Prepared by:  
Rae Mary, Manager  
Community Housing Services Division

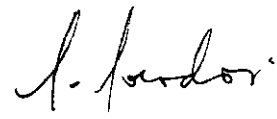
Prepared by:  
Cynthia Chimonyo  
Program Analyst I

APPROVED AND FORWARDED TO THE  
CITY COUNCIL:

  
OFFICE OF THE CITY ADMINISTRATOR

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June 15, 2004

# OAKLAND CITY COUNCIL



FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

RESOLUTION NO. \_\_\_\_\_ C. M. S.

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_

2004 JUN -3 PM 7:47

**A RESOLUTION AUTHORIZING THE CITY OF OAKLAND TO ENTER INTO AN AGREEMENT WITH PHOENIX PROGRAMS, INC. UNDER THE SUPPORTIVE HOUSING PROGRAM/HOMELESS FAMILIES SUPPORT NETWORK IN AN AMOUNT NOT TO EXCEED \$1,180,161 AND WITH ANY FUTURE PROVIDERS IN FUTURE PROGRAM YEARS, FOR PROVISION OF TRANSITIONAL HOUSING UNDER HUD'S SUPPORTIVE HOUSING PROGRAM, WITHOUT RETURNING TO COUNCIL**

**WHEREAS;** the City of Oakland's Transitional Housing Programs (THP) consist of three THP programs: Homeless Families Support Network (HFSN), Families In Transition-Scattered Sites THP (FIT/SS-THP) and Matilda Cleveland Transitional Housing Program (MCTHP), which provide transitional housing and services to homeless families under HUD's Supportive Housing Program; and

**WHEREAS;** The City of Oakland applies for and is awarded renewal funding under HUD's Supportive Housing Program (SHP) for the provision of long-term, transitional housing and supportive services to the homeless; and

**WHEREAS;** The City of Oakland applied for and received a one year renewal of its Transitional Housing Program grant from HUD under the Supportive Housing Program (SHP) in the amount of \$1,825,515 for the HFSN 2004/2005 program, \$245,146 for the FIT/SS-THP, and \$259,432 for MCTHP for the 2003-2005 program years and these funds were accepted and allocated to the City under the SHP in accordance with resolution CMS 76471, dated May 29, 2001;

**WHEREAS;** The City has included and appropriated funds under the Supportive Housing Program renewal grants funding for the period 2003/2005 for the following programs and amounts:

Matilda Cleveland THP (2103.78111.54912.G142340)	\$259,432	10/1/2003 - 9/30/2004
Families in Transition THP (2103.78111.54912.G168720.YS12)	\$245,146	3/1/2004 - 2/28/2005
Homeless Families Support Network (2103.78111.54916.G169020)	\$1,825,515	3/1/2004 - 2/28/2005

**WHEREAS,** it is the practice of the Transitional Housing Programs to enter into contracts for the provision of the Transitional Housing Programs, and other services for each of the three programs under SHP; and

**WHEREAS,** the City contracts for services under the SHP programs are issued at different times during the year in accordance with each THP program year; and

  
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**WHEREAS**, the City desires to execute additional contracts with appropriate service providers under the existing and renewal of HUD Supportive Housing Program grants without returning to Council;

**WHEREAS**, the City issued a Request for Qualifications (RFQ) to local nonprofit homeless service providers for the selection of a service provider to administer the HFSN program under the 2004/2005 THP program; and

**WHEREAS**, Phoenix Programs, Inc. a nonprofit homeless service provider was reviewed and scored by five disinterested panelists and was determined to be the best qualified provider of such services; and

**WHEREAS**, it is the City's desire to enter into a contract agreement with Phoenix Programs, provider agency to administer the HFSN program effective July 1, 2004 through February 28, 2005; now therefore, be it

**RESOLVED**: That the City Administrator is hereby authorized and empowered to negotiate and enter into an appropriate contract with Phoenix Programs for 8/12ths of the HFSN program year in an amount not to exceed \$1,180,161 for the performance period of 7/1/2004 through 3/28/2005, for the Homeless Families Support Network, and be it

**FURTHER RESOLVED**: That the City Administrator or her designee is hereby authorized to apply for and accept HUD SHP renewal grants in future years, and to increase, reduce, or maintain the appropriations to and enter into agreements with SHP providers as HUD awards succeeding SHP renewal grants in future years; and be it

**FURTHER RESOLVED**: That the City Administrator is hereby authorized and empowered to negotiate and enter into appropriate amendment and/or contract agreements for any amount with future provider agencies to administer the City's Transitional Housing Programs for future years and future HUD's Supportive Housing Program grants without returning to Council; and be it

**FURTHER RESOLVED**, that the City Administrator is authorized to conduct all negotiations, execute and submit all documents, including but not limited to applications, agreements, amendments, modifications, payment requests, and related actions which may be necessary in accordance with the contract with Phoenix Program's basic purpose; and be it

**FURTHER RESOLVED**, that the source of said funds in the amount of \$1,180,161 for the Homeless Families Support Network is in Fund 2103, Organization 78111, Account 54916 and Project G169020; and be it

**FURTHER RESOLVED**, that said Agreement(s) shall be approved as to form and legality by the Office of the City Attorney and placed on file with the office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 2001

**PASSED BY THE FOLLOWING VOTE:**

AYES- BRUNNER, CHANG, MAYNE, NADEL, REID, SPEES, WAN AND  
PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST:

\_\_\_\_\_  
CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California

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**ORA/COUNCIL**

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