



CITY OF POMONA COUNCIL REPORT

February 4, 2019

To: Honorable Mayor and Members of the City Council
From: Linda Lowry, City Manager
Submitted By: Benita DeFrank, Neighborhood Services Director
Subject: **Amend the Professional Services Contract with LeSar Development Consultants for an Amount Not To Exceed \$10,000**

OVERVIEW:

Recommendation – That the City Council:

1. Approve an amendment to the professional services contract with LeSar Development Consultants, to increase grant writing services related to obtaining funding for the Hope for Home Services Center, in an amount not to exceed \$10,000.
2. Authorize the City Manager to execute all documents related with this action, with approval of the City Attorney as to form.

Fiscal Impact – There is sufficient funding in the FY 2018-19 Housing Authority Admin budget under controllable contract services (249-1791-52285-00000) to cover the contract amendment to LeSar Development Consultants (LeSar) for an amount not to exceed \$10,000. The requested amendment will increase the total contracted amount to LeSar to \$72,000 (\$35,000 related to Program Implementation and Evaluation of Hope for Home and \$37,000 related to developing components of the Measure H Homeless Initiative City Plan).

Authority – The professional services contract with LeSar was awarded by Council as a Sole Source contract. In accordance with Section 2-977 (a) of the City's Purchasing Ordinance, Sole Source for professional services over \$15,000 shall be approved by City Council.

Previous Council Actions – On December 18, 2017, City Council awarded a sole source contract to LeSar for professional services related to developing components of the Measure H Homeless Initiative City Plan for an amount not to exceed \$37,000. On September 10, 2018, City Council awarded a sole source contract to LeSar for Professional Services related to Program Implementation and Evaluation of Hope for Home for an amount not to exceed \$25,000.

EXECUTIVE SUMMARY:

In an effort to ensure that there is funding available for the operation of the Hope for Home (H4H) Service Center, staff is requesting an amendment of \$10,000 to the current professional services contract with LeSar. This increase would expand the level of grant writing services available to the City from LeSar, which not only has been working with the City on Hope for Home program

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implementation for the past two years, but has successfully written several grants with the City to enhance the City's homeless strategic plan and H4H program.

DISCUSSION

On December 5, 2018, the shelter section of the Hope for Home (H4H) Services Center opened its doors to over 100 homeless persons. Since then, less than 60 days, the H4H shelter has provided crisis housing, food and basic services to over 350 unduplicated homeless persons. The shelter currently has 208 crisis housing beds, of which only 140 are programmatically funded. The site, though still under construction, also houses the City's Transitional Storage Center and a day use area where all of Pomona's homeless can have access to a safe place that provides bathrooms, showers, food and mobile services. When construction is complete, the H4H Service Center campus will also be home to a community kitchen, laundry facility and service center that will provide access to housing, case management, health, mental health and substance treatment services. Though our H4H Site Partners (Volunteers of America, Tri City Mental Health, East Valley Community Health Center and Prototypes) are providing many of these services at the site as part of their on-going effort to reach those most in need, the operating expenses for the entire campus will require the City to seek funding. Much of the funding has, and will continue to be, obtained through grants writing.

LeSar Development Consultants (LeSar) has been working with the City of Pomona since 2016 to develop the concept, site plan and operational standards for the Hope for Home (H4H) Center. They have also been instrumental in helping us coordinate the programmatic elements of the H4H Center by setting up reporting mechanisms that will assist us in measuring success and operate collectively with identified site partners in alignment with best practices. But just as important, they have assisted Pomona in securing funding to support operation of the H4H Center and to implement the City's adopted strategic plan to address homelessness – "A Way Home".

In the past two years, LeSar has submitted five grant applications in collaboration with City staff. As a result, the City has successfully been awarded over \$350,000 in Measure H and Federal funds and is currently awaiting the award of over \$1.2 million in additional Measure H funds. Because of this success and LeSar's extensive knowledge of the H4H Service Center partnership and operations, staff is recommending an amendment to the sole-source professional services contract with LeSar Development Consultants, to increase their ability to continue to assist the City with grant writing services related program implementation in an amount not to exceed \$10,000. The requested amendment will increase the current LeSar contract to \$35,000.

Prepared by: Benita DeFrank, Neighborhood Services Director