



TO: Board of Contracts and Awards
FROM: Linda Stewart, Neighborhood & Community Services Director
Erica Azcueta, Program Manager, Neighborhood & Community Services
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Jessica Tonka, Finance/Purchasing
SUBJECT: Emergency Services and Family Shelter Services
Specification No. NC17-0452F, Contract No. CW2228752/C668 – June 11, 2019
DATE: May 23, 2019

RECOMMENDATION SUMMARY:

Neighborhood & Community Services (NCS) requests approval to increase Contract CW2228752/C668, to The Rescue Mission, Tacoma, WA, by \$117,201, plus any applicable taxes, for Emergency Services and Family Shelter Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) funding. This increase will bring the contract to a cumulative total of \$306,575.22, plus any applicable taxes.

STRATEGIC POLICY PRIORITY:

- Ensure all Tacoma residents are valued and have access to resources to meet their needs.

BACKGROUND:

ISSUE: The Rescue Mission’s Emergency Services program provides day center, overnight shelter, and basic needs services for men experiencing homeless. The Rescue Mission’s Family Shelter provides family shelter services for families and single women experiencing homelessness. The original Contract for July 1, 2018, through June 30, 2019, was for \$189,374.22. The additional amount of \$117,201, being awarded for July 1, 2019, through June 30, 2020, would increase the contract over \$200,000, and require Council approval.

ALTERNATIVES: Council could choose not to approve this request. If this happens, the allocated CDBG and ESG money would need to be re-allocated to other applicants. NCS staff recommends Council approval of the request so that valuable shelter beds can continue to be funded.

COMPETITIVE SOLICITATION:

Request for Proposals Specification No. NC17-0452F (for 2018-19 CDBG and ESG funding) was opened January 12, 2018. 23 applications were received for CDBG funds, and 14 applications were received for ESG funds. CDBG applications were rated by the Human Services Commission (HSC). ESG applications were rated by the ESG Review Panel, which included two HSC Commissioners, two City of Tacoma employees, and one individual who had previously experienced homelessness. After rating the applications, both panels made funding recommendations for each appropriate funding source that were approved by Council on 6/20/2018.



Programs receiving 2018-19 CDBG and ESG funding underwent a performance review by City staff in January 2019 to determine eligibility for 2019-20 CDBG and ESG funding. The review included sections on service-related output performance, billing and reporting timeliness and accuracy, on-site monitoring results, and participation in work related to equity, diversity, and inclusion. The results of the review were presented to the HSC, which was tasked with making recommendations for 2019-20 CDBG and ESG funding. The HSC recommended sustaining the same funding levels for each program, contingent on the actual award from the Department of Housing and Urban Development. These recommendations were approved by Council on May 7, 2019. Included in the recommendations were the amounts allocated to TRM totaling \$117,201.

CONTRACT HISTORY: This contract was originally awarded to The Rescue Mission as a result of RFP Specification No. NC17-0452F in July 2018 for \$187,000. The contract was amended effective October 1, 2018, to increase the compensation by \$2,374.22 for a new cumulative total of \$189,374.22.

SUSTAINABILITY: This contract aligns with the City’s community and social equity goals by providing non-discriminatory shelter services to Tacoma citizens. These shelters ensure that less people are sleeping in places not meant for human habitation, which provides a positive impact on human health. The Rescue Mission is one of a very small number of agencies providing overnight men’s and family shelters, and this funding was awarded through a competitive funding application.

SBE/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1195-FGRT, CED Spec Rev Fund	731000	5330100	\$71,000
1195-FGRT, CED Spec Rev Fund	731000	5330100	\$46,201
TOTAL			\$117,201

* General Fund: Include Department



REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1195-FGRT, Community Development Block Grant	730100	4331281	\$71,000
1195-FGRT, Emergency Solutions Grant	730100	4331282	\$46,201
TOTAL			\$117,201

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$117,201

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes.

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A