



City of San Leandro

Meeting Date: March 15, 2021

Staff Report

File Number: 21-110 **Agenda Section:** CONSENT CALENDAR

Agenda Number: 8.C.

TO: City Council

FROM: Fran Robustelli
Interim City Manager

BY: Jeanette Dong
Recreation and Human Services Director

FINANCE REVIEW: Susan Hsieh
Finance Director

TITLE: Staff Report for a City of San Leandro City Council Resolution to Authorize the City Manager to Execute Amendment No. 2 to the Consulting Services Agreement (CSA) with East Bay Innovations (EBI) to Extend the Term of Services by Increasing the Amount of Compensation by \$33,000 for a Total Not to Exceed Amount of \$82,000 (provides for homeless outreach activities and case management that will be funded by the Homeless Emergency Aid Program (HEAP) grant in Account No. 010-61-014-5120)

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council authorize the City Manager to execute Amendment No. 2 to the Consulting Services Agreement (CSA) with East Bay Innovations (EBI) to continue Homeless Outreach and Case Management Services.

BACKGROUND

On April 6, 2020, the City entered into a CSA with EBI for Homeless Outreach and Case Management for \$24,000.

On September 29, 2020, the City entered into Amendment No. 1 to the existing CSA with EBI for \$25,000, for a total of \$49,000.

Street outreach is essential for the collaborative work and case conferencing performed by the City and its community-based partners. EBI will be tasked with stabilizing individuals experiencing homelessness and will be required to provide outreach and case management services to participants in the City's Recreational Vehicle (RV) voucher program, Code Enforcement cases, and individuals staged at local hotels awaiting entry into state leased quarantine hotels (Project Roomkey). EBI ensures those being case managed receive information about housing and shelter options and supportive services. EBI also helps prepare individual's necessary documentation to assist in connecting them with appropriate resources.

The EBI staff for this agreement will consist of the Executive Director, the Director of Transitional Care/Case Management, the Registered Nurse Supervisor, Health Home Program Managers, and Case Managers.

Fiscal Impacts and Budget Authority

Exhibit B in the Agreement provides the Compensation Schedule from April 6, 2020 through June 30, 2021. The total compensation for this agreement will not exceed \$82,000. This funding is covered by the Homeless Emergency Aid Program (HEAP) block grant funding per SB 850 and captures all related EBI consulting expenditures in Account Number 010-61-014-5120.

Attachment(s) to the Resolution

- Amendment No. 2 to the Consulting Services Agreement with East Bay Innovations.

PREPARED BY:

Elsa Castillo, Human Services Specialist
Recreation and Human Services Department



City of San Leandro

Meeting Date: March 15, 2021

Resolution - Council

File Number: 21-111 **Agenda Section:** CONSENT CALENDAR

Agenda Number:

TO: City Council

FROM: Fran Robustelli
Interim City Manager

BY: Jeanette Dong
Recreation and Human Services Director

FINANCE REVIEW: Susan Hsieh
Finance Director

TITLE: RESOLUTION of the City of San Leandro City Council to Authorize the City Manager to Execute Amendment No. 2 to the Consulting Service Agreement (CSA) with East Bay Innovations (EBI) to Extend the Term of Services and Increase the Amount of Compensation by \$33,000 for a Total Not to Exceed of \$82,000

WHEREAS, the City wishes to amend the current agreement with East Bay Innovations for Homeless Outreach and Case Management to increase the total not to exceed amount to \$82,000; and

WHEREAS, the Homeless Emergency Aid Program (HEAP) block grant (per SB 850) provides for homeless outreach activities and case management that will capture all related expenditures in Account No. 010-61-014-5120; and

WHEREAS, the City Council is familiar with the contents thereof; and

WHEREAS, the City Manager recommends approval of said agreement.

NOW, THEREFORE, the City Council of the City of San Leandro does RESOLVE as follows:

That said amendment to the agreement is hereby approved and execution by the City Manager is hereby authorized.

**AMENDMENT NO. 2 TO CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF SAN LEANDRO AND
EAST BAY INNOVATIONS
FOR
HOMELESS OUTREACH AND CASE MANAGEMENT**

This **Amendment No. 2** ("Amendment") is made by and between the City of San Leandro ("City") and East Bay Innovations ("Consultant") (together sometimes referred to as the "Parties") as of _____, 2021, and amends that certain Consulting Services Agreement ("Agreement") dated April 6, 2020, between the Parties.

WHEREAS, City and Consultant have executed the Agreement, pursuant to which Consultant has provided certain consulting services to City with regard to Homeless Outreach and Case Management, and

WHEREAS, the Parties desire to amend the Agreement to increase compensation.

NOW THEREFORE, for good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree to amend the Agreement as follows:

1. Section 1.1 of the Agreement entitled "Term of Services" is hereby amended to extend the term from April 6, 2021, to June 30, 2021; and

2. Section 2 of the Agreement entitled "Compensation" is hereby amended to pay Consultant a sum not to exceed \$82,000.00; and

3. Exhibit B of the Agreement entitled "Compensation Schedule & Reimbursable Expenses" is hereby amended to read:

City shall pay Contractor an amount not to exceed the total sum of \$82,000.00 for services to be performed pursuant to this Agreement. The total sum stated above shall be the total which City shall pay for the services to be rendered by Contractor pursuant to this Agreement. Payments will be made on a quarterly basis, following the successful review of grant outcomes in mid-year and year-end reports. Detailed invoices are required. City shall not pay any additional sum for any expense or cost whatsoever incurred by Contractor in rendering services pursuant to this Agreement.

4. All other terms shall remain in full force and effect.

This Amendment may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

SIGNATURES ON FOLLOWING PAGE

The Parties have executed this Amendment as of the date first written above. The persons whose signatures appear below certify that they are authorized to sign on behalf of the respective Party.

CITY OF SAN LEANDRO

EAST BAY INNOVATIONS

Frances Robustelli, Interim City Manager

Tom Heinz, Executive Director
Consultant's Signature

Attest:

Leticia I. Miguel, City Clerk

Budget Approved:

Approved as to Fiscal Authority:

Susan Hsieh, Finance Director

010-61-014-5120
Account Number

Approved as to Form:

Richard D. Pio Roda, City Attorney

Jeanette Dong, Recreation and Human Services Director