



Recommendation for Consultant for Homelessness Solutions Strategic Plan

City Council
March 1, 2022

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City Manager's Office

Overview

- Request for Proposals (RFP) – Purpose & Scope
- Proposals Received
- Recommendation

RFP Purpose

Professional consulting services to prepare a five-year Homelessness Solutions Strategic Plan and step-by-step action plan to address homelessness in the community and achieve “Functional Zero” homelessness in alignment with the Sonoma County Continuum of Care (CoC).

RFP Scope

- Phase 1: Conduct Assessment of Existing Systems and Stakeholders
- Phase 2: Synthesis and Draft Plan Development
- Phase 3: Finalize and Approve
- Timeline

RFP

- Developed with Council Housing and Homeless Ad-Hoc
- Issued December 7, 2021
- Due January 7, 2022
- Six proposals received
- Evaluation Committee – January 26, 2022

Criteria

	Max. Points
Capacity & Qualifications	20
Timeliness	20
Cost Reasonability	20
Quality of References	10
Experience	10
Demonstrated Success	10
Other	10
Total	100

Scoring

	Budget	Average Score
Focus Strategies	\$89,335	89
Homebase	\$75,000	88.6
Third Plateau	\$84,710	77.7
Leap Solutions	\$75,000	73.2
Public Works	\$126,850	63.4
Ernst & Young	\$453,000	55.8

Consultant

- Scoring – Interviews with top 2 proposals
- Homebase & Focus Strategies
- Interviews – February 9, 2022
- Selected – Focus Strategies

Focus Strategies

- 15 years' experience
- Consulting and technical assistance firm
- Develop and implement strategies to reduce homelessness
- Local experience

Agreement

- Budget - \$100,000
- \$89,335 + \$10,665
- Initial 6-month period – March 1 to August 31, 2022
- Option to extend for additional 6-month period – September 1, 2022 to February 28, 2023

Recommendation

It is recommended by the City Manager's Office that the Council, by resolution: 1) approve a Professional Services Agreement with Focus Strategies (Walnut, CA) for the development of a Homelessness Solutions Strategic Plan in the amount of \$100,000 for an initial six-month period (March 1, 2022 to August 31, 2022) with an option to extend for an additional six-month period (September 1, 2022 to February 28, 2023); and 2) authorize the Chief Financial Officer to appropriate \$100,000 for this purpose from Homeless Fund 1209 reserves.