



Safe Parking Pilot Program Operator & Operating Agreement

City Council
December 7, 2021

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City Manager's Office

Overview

- June 22, 2021 Council Direction
- Purpose
- Program Design
- Request for Proposals (RFP)
- Proposals
- Operating Agreement
- Budget/Funding
- Next Steps

June 22, 2021 Council Direction

- 1 year Pilot Program
- 24/7 Program
- Wrap-around services
- Up to 50 spots
- City Site – 55 Stony Pt. Rd.
- Request for Proposals

Safe Parking Pilot Program

- Purpose
 - Address immediate shelter needs
 - Reduce community impact
 - Connect with services and housing

Safe Parking Pilot Program

July-September 2021

- Staff workgroup convened
- Program Design
- Site Layout
- RFP Scope
- RFP issued September 10
- Due October 8

Program Design

- Program Operator
- 24/7 staff/security
- Mix – Vehicles/RVs
- Perimeter fencing
- Sanitary Facilities, Showers
- Refuse containers
- Meals
- Case Management

RFP Scope

- Target Population/Prioritization
- Homeless Outreach Services Team (HOST) & Homeless Encampment Assistance Program (HEAP)
- Site/Program Management
- Case Management/Housing Support
- General Requirements
- Reporting Requirements

Proposals

Two Proposals

- Sonoma Applied Village Services(SAVS)
- Catholic Charities
- Summary
- Evaluation Committee scoring

SAVS

- Direct Experience
- Village Model w/Program and Case Management Staff
- 24/7 security
- Site Plan adjustments
- Basic services
- Integrated Resident Team
- Coordinated Entry

Catholic Charities

- Direct Experience
- Program and Case Management Staff
- 24/7 security
- Site Plan – RFP site plan
- Basic services
- On-site medical services
- Coordinated Entry

Budgets

	Without Wrap-around Services	With Wrap-around Services	Approximate Cost for Wrap-around Services
Catholic Charities	\$1,113,250	\$1,299,826	\$186,576
SAVS w/ESG	\$887,222	\$1,125,422	\$238,200
SAVS w/out ESG	\$987,222	\$1,225,422	\$238,200

Criteria/Scoring

Criteria	Max. Points	Average Score	
		Catholic Charities	SAVS
Experience/Housing First	20	18.9	12.3
Experience/3 rd Party Vendors	20	18.4	12.3
Wrap-around Services	20	15	13
Data/Reporting	10	4.3	5.7
Budget/Financial Reasonability	10	8.6	8.6
Budget/Comprehensive	10	9.3	5.7
Other	10	8.4	6.7
TOTAL	100	82.9	64.3

Operating Agreement

- Term - January 2022 to December 2022
- Year 1 - \$1,299,826
- Option for Year 2 subject to program performance, funding
- Scope of Services
 - Basic - Site management, sanitary facilities, meals
 - Wrap-around

Operating Agreement

- Program Staff – Manager, Site Supervisor, Participant Advocates
- Case Management Staff – Housing Navigator, Locator, Stabilization
- Goals/Outcomes
 - 115 served
 - 25% housed
- Reporting Requirements
 - Regular meetings
 - Monthly reports

Sources & Uses

Sources	
City General Fund FY 21/22	\$315,000
One-Time Monies (ARPA)	\$2,000,000
Total	\$2,315,000
Uses	
Year 1	\$1,299,826
Year 2	\$1,015,174
Total	\$2,315,000
Other - \$500,000 request pending with County of Sonoma for wrap-around services	

Next Steps

- Council Direction
- Execute Contract
- County Funding
- January 2022
 - Hiring/training
 - Site Setup
- February 2022 – Open

Recommendation

It is recommended by the City Manager's Office that the Council, by resolution: 1) select Catholic Charities of the Diocese of Santa Rosa (Catholic Charities) as the operator of the Safe Parking Pilot Program (Program); 2) approve an Operating Agreement for Safe Parking Pilot Program with Catholic Charities in the amount of \$1,299,826 for the initial period January 1, 2022 to December 31, 2022 (Year One) with an option to extend for the period January 1, 2023 to December 31, 2023 (Year Two);

Recommendation cont'd

3) authorize the Chief Financial Officer to appropriate \$2 million from the American Rescue Plan Act (ARPA) one-time monies for the Program for a two-year period (January 1, 2022 to December 31, 2023).