

**County of Riverside  
Continuum of Care (CoC)**



March 16<sup>th</sup>, 2021

**NOTIFICATION TO BIDDERS  
REQUEST FOR PROPOSAL (RFP) # COARC-002  
CALIFORNIA EMERGENCY SOLUTION & HOUSING  
(CESH II) PROGRAM**

Riverside County Purchasing and Fleet Services would like to thank you for submitting your proposal(s) for the above-mentioned RFP.

Please see the following attachment (pages 2 & 3) of the Agenda from the Continuum of Care Board of Governance (CoC BoG) Meeting held on February 24<sup>th</sup>, 2021, during which award recommendations were made and approved.

The County appreciates your interest and encourages all prospective bidders to visit the County's website.

The County of Riverside posts all bidding opportunities on two websites:

- [www.publicpurchase.com](http://www.publicpurchase.com)
- <https://solutions.sciquest.com/apps/Router/SupplierLogin?CustOrg=Riverside>

Scott Haddon  
Sr. Procurement Contract Specialist  
Email Address: [SHaddon@rivco.org](mailto:SHaddon@rivco.org)

***This is a TENTATIVE award notification only.***

*Vendors are **NOT** authorized to begin work/services or deliver products without first receiving an authorized signed purchase order or signed contract from the County or Riverside. The County is not responsible for payment for work/services done or products delivered without a signed purchase order or signed contract.*

*Non-selected vendors will have five (5) business days from the date the award notice is posted to file a formal appeal with the BOG. The appeal shall be delivered by the vendor in writing through e-mail, follow up letterhead, and include the specific facts, circumstances, reasons, and/or basis for the appeal.*

**County of Riverside Continuum of  
Board of Governance**

***Special Meeting Agenda***

**Wednesday, February 24, 2021**

**3:00 p.m.**

**Teams Meeting**



**Microsoft Teams meeting**

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

(951) 465-8390 Conference ID: 881 775 746#

*This meeting is being conducted utilizing teleconferencing and electronic means only. There will be no physical location for this meeting. This is consistent with State of California Executive Order N-29-20 dated March 17, 2020, regarding the COVID-19 pandemic.*

**Reasonable accommodation:** *Any individual with a disability who requires reasonable accommodation to attend or participate in this meeting may request assistance by emailing [CoC@rivco.org](mailto:CoC@rivco.org) or calling 951-358-6684. Notification at least 48 hours prior to the meeting start time will enable us to make reasonable arrangements to ensure accessibility to the meeting. Late requests will be accommodated to the extent feasible.*

**Public Comments by email:** *Anyone wishing to comment on an agenda item or any item not listed on the agenda may submit such comments by email only at [CoC@rivco.org](mailto:CoC@rivco.org). In the subject line provide your full name, email address, and the agenda item # above your written public comment(s). All comment request emails will be read aloud for the record and must be received prior to the meeting start time.*

**Tammy Marine, Chairperson**

**Leticia De Lara, Vice-chair**

**1.0 Call to Order:** Welcome & Introductions – Roll Call

**Tammy Marine, Chair**

**1.1** Roll Call

**2.0 Consent Items**

**2.1** Minutes Approval for November 12, 2020

**Recommended Motion** – Approve the November 12, 2020 Meeting Minutes.

**2.2** Minutes Approval for December 2, 2020

**Recommended Motion** – Approve the December 2, 2020 Special Meeting Minutes.

**2.3** Minutes Approval for December 16, 2020

**Recommended Motion** – Approve the December 16, 2020 Special Meeting Minutes.

**2.4** Minutes Approval for January 14, 2021

**Recommended Motion** – Approve the January 14, 2021 Special Meeting Minutes.

**2.5** CoC Staff Report – Receive and File

**2.6** CoC Expenditure Report – Receive and File

**3.0 Public Comment on Any Item Not Listed on Agenda:** Members of the public are encouraged to address the Board on any item not listed on the agenda. Each public comment request email will be read aloud.

#### **4.0 Old Business**

##### **4.1 Update on Strategic Planning Phase II with LeSar Development Consultant Tammy Marine, Chair**

**Background:** LeSar Development Consultants is the Continuum of Care’s contracted vendor facilitating its strategic planning process which commenced on November 2019 and is scheduled through December 31<sup>st</sup>, 2021. Phase I included the development of a Board of Governance (BoG) Strategic Plan finalized on June 18<sup>th</sup>, 2020. At the June 18<sup>th</sup>, 2020 BoG Meeting, the board authorized the chairperson to form an ad hoc committee to develop content for Phase II of the BoG’s Strategic Planning efforts. The Ad Hoc committee worked with LeSar and developed three primary tasks that were approved by the BoG during its November 18, 2020 meeting and will serve as the framework for Phase II and advance the Continuum of Care forward: 1) CoC Performance Assessment and Gaps Analysis, 2) Homeless Strategic Action Plan and 3) Board of Governance Strategic Plan. The BoG and CoC Chairs met with LeSar on February 8<sup>th</sup>, 2021 and reviewed the proposed timeline for each of these activities. LeSar will be working directly with CoC Staff to coordinate and providing monthly updates to Chairs.

#### **5.0 New Business**

##### **5.1 California State Auditor’s Report Greg Rodriguez, CoC Chair**

**Background:** The California’s State Auditors Office conducted an audit of five Continuum of Care (CoC) programs state-wide which included: Riverside County, Santa Barbara, Santa Clara, Mendocino, and Fresno. The audit focused on reviewing each CoC’s compliance with federal regulations under the U.S. Department of Housing and Urban Development Continuum of Care program and implementation of best practices. The report concluded that improvements are needed to better coordinate efforts state-wide to address homelessness and improve implementation of best practices, determine capacity to address needs, and adopt comprehensive plans. Riverside County’s Board of Governance reviewed the audit recommendations released by the state on January 14, 2021 during a closed session authorized by Government Code section 54956.75 and approved a formal response to the state on behalf of the CoC and Collaborative Applicant staff. The response noted the CoC’s launch of a comprehensive strategic planning process in partnership with the County which includes a comprehensive Continuum of Care Performance Assessment, Gaps Analysis and development of a Homeless Strategic Plan.

##### **5.2 2020 Emergency Solutions Grant (ESG) and ESG Coronavirus (CV) Round I Funding Recommendations Lindsay Sisti, Program Coordinator**

**Background:** The Emergency Solutions Grant (ESG) program is administered by the California Department of Housing and Community Development (HCD). The program is designed to be the first step in a continuum of assistance to prevent homelessness and to enable individuals and families experiencing homelessness to move toward independent living. On February 28, 2020, the HCD announced the availability of approximately \$6 million in new federal funds for the 2020 Emergency Solutions Grants (ESG) program, of which the County of Riverside CoC was awarded **\$301,695**. On June 1, 2020 HCD announced the availability of \$42 million under the Coronavirus Aid, Relief, and Economic Stimulus (CARES) Act enacted March 27, 2020 to prevent, prepare for, and respond to the coronavirus. The County of Riverside CoC was awarded an allocation of **\$1,477,800** from ESG-CV Round I. The total allocation for both ESG awards is **\$1,779,495**. 40% of the 2020 ESG award (\$117,939) must be used for rapid rehousing.

CoC Staff released a joint Request For Proposals (RFP) for the 2020 ESG and ESG-CV Round I allocation on November 13, 2020 and hosted a non-mandatory bidders’ conference on November 17, 2020. Eighteen (18) applications were received with requests totaling \$3.5 million.

## Score and Ranking for New Project Recommendations

The CoC's 2020 ESG & ESG-CV Round I Evaluator's Committee consisted of non-conflicted members from various service areas and organizations who have experience in housing, community development, and social service programs. Evaluators participated in a Kick-Off Meeting and received an overview of the 2020 ESG & ESG-CV program and BoG Funding Principals. As shown in the table below, CoC Staff recommends eleven (11) new proposals for funding priority. Funding recommendations are based on evaluation and scoring of application narrative, need for proposed services in each service area, and compliance with the BoG Funding Principals.

Agency Name	Project Type	Supervisorial District	Award Amount
Jewish Family Services	Street Outreach	4	\$163,120.45
Coachella Valley Rescue Mission		4	\$75,000.00
Step Up on Second Street Inc.		1, 2, 3	\$260,205.55
UC Riverside Health		1, 2, 5	\$191,279.00
Starting Over		2, 5	\$131,500.00
Coachella Valley Rescue Mission	Emergency Shelter	4	\$195,500.00
Path of Life Ministries		1	\$200,000.00
Valley Restart Shelter		3, 4	\$156,500.00
The Salvation Army	Rapid Rehousing	1, 2	\$108,332.40
Inland SoCal United Way		3, 5	\$66,476.70
Coachella Valley Rescue Mission		4	\$71,400.90
HHPWS – Collaborative Applicant	Administration	1, 2, 3, 4, 5	\$73,890.00
HHPWS – Collaborative Applicant	Homeless Management Information System (HMIS)	1, 2, 3, 4, 5	\$86,290.00
<b>Total ESG – CV 1 Award</b>			<b>\$1,779,495.00</b>

**Recommended Motion:** Approve the allocation of \$1,779,495 to the designated activities and projects and proposals recommended by staff in the table above for the 2020 ESG & ESG-CV Round I Application and direct staff to work with the providers on the necessary subrecipient agreements regarding such funding.

*Public Comment for this item only.*

### 5.3 Update on Emergency Solutions Grant – Coronavirus (ESG-CV) Round II

Lindsay Sisti, Program Coordinator

**Background:** The Emergency Solutions Grant (ESG) – Corona Virus Round II program is funded under the Coronavirus Aide, Relief, and Economic Security Act (CARES) enacted on March 27, 2020. The program is administered by the California Department of Housing and Community Development with funding received from the U.S. Department of Housing and Urban Development (HUD). The intent of the ESG-CV2 funds is to supplement the existing operational budgets of nonprofit organizations and government agencies responding to the critical needs of the community by providing services to **prevent, prepare for, and respond** to increased demand for services. The allocation to the County is \$31,589,000 and are designated to target the Riverside City & County CoC service area. It is important to note that the funding is not currently eligible to serve direct city ESG entitlement areas; these areas are referred to as Non-Entitlement cities. The County of Riverside will use March 4, 2020, as the coronavirus pandemic impact date.

*Public Comment for this item only.*

**5.4 2019 California Emergency Solutions and Housing (CESH) Round II Funding Recommendations**  
**Raushanah Walker, Program Coordinator**

**Background:** On March 18, 2019, the California Department of Housing and Community Development (HCD) released the Notice of Funding Availability for CESH Round II. The Riverside County CoC CESH Formula Allocations is \$747,716. On May 16, 2019, the BoG approved Department of Public Social Services, as the Administrative Entity/Collaborative Applicant to submit the CESH application for all eligible activities. The application was submitted on June 25, 2019. The CESH II Standard Agreement, 19-CESH-12967 was executed on February 25, 2020 for an award of \$747,740.

CoC Staff released a joint Request for Proposals (RFP) for the CESH II allocation on September 9, 2020 and hosted a non-mandatory bidders’ conference on September 15, 2020. Five (5) applications were received with requests totaling \$1.9 million.

**Score and Ranking for New Project Recommendations**

The CESH II Evaluator’s Committee consisted of non-conflicted members from various service areas and organizations who have experience in housing, community development, and social service programs. Evaluators participated in a Kick-Off Meeting and received an overview of the CESH II and BoG Funding Principals. As shown in the table below, CoC Staff recommends two (2) new proposals for funding priority. Funding recommendations are based on evaluation and scoring of application narrative, need for proposed services in each service area, and compliance with the BoG Funding Principals.

<b>Project Name</b>	<b>Agency Name</b>	<b>Project Type</b>	<b>Supervisory District</b>	<b>Award Amount</b>
The Salvation Army Rental Assistance, Housing Relocation & Stabilization Services Program	Salvation Army	Flexible Housing Subsidy Funds	1, 2, 3, 5	\$503,676.00
Flexible Housing Subsidy Funds	Coachella Valley Rescue Mission	Flexible Housing Subsidy Funds	4	\$206,678.00
N/A	HHPWS – Collaborative Applicant	Administration	1, 2, 3, 4, 5	\$37,386.00
<b>Total CESH II Award</b>				<b>\$747,740.00</b>

**Recommended Motion:** Approve the allocation of \$747,740 to the designated activities and projects and proposals recommended by staff in the table above for the 2019 CESH Round II Program and direct staff to work with the providers on the necessary subrecipient agreements regarding such funding.

*Public Comment for this item only.*

## 5.5 Homeless Emergency Aid Program (HEAP) Reprogramming

Raushanah Walker, Program Coordinator

**Background:** The Homeless Emergency Aid Program (HEAP) is a \$500 million block grant program under the Homeless Coordinating and Financing Council (HCFC) designed to provide direct assistance to cities, counties, and Continuums of Care to address homelessness throughout the state. The allocation to the CoC is \$9,791,805.06 and funds are designated to target the Riverside City & County CoC service area. On February 7<sup>th</sup> and March 4<sup>th</sup>, 2020, the BoG approved funding to twenty-one (21) projects to carry out HEAP eligible activities including rental assistance or subsidies, supportive services, and capital improvement projects. CoC Staff have facilitated regular meetings with HEAP subrecipients to support program goals and financial spending. All HEAP Program funds must be spent by June 30<sup>th</sup>, 2021 and under the current projections, there is a need to reprogram \$357,500 in projected unspent funds.

FROM:			TO:		
Agency:	Project:	Amount (\$)	Agency:	Project:	Amount (\$)
CITY OF LAKE ELSINORE	Rapid Rehousing and Rental Assistance	\$6,000.00	CVAG	SSO- Navigations Center Operations Project	\$100,000.00
MARTHA'S VILLAGE & KITCHEN	Recuperative Care	\$1,500.00	City of Riverside	Bridge Housing Program	\$257,500.00
PATH OF LIFE	Mass Shelter Expansion	\$100,000.00			
PATH OF LIFE	Housing Locator	\$250,000.00			
<b>Total</b>		<b>\$357,500.00</b>	<b>Total</b>		<b>\$357,500.00</b>

**Recommended Motion:** Approve the HEAP Reprogramming Request of \$357,500 to the designated activities and projects for the HEAP Program recommended by staff in the table above and direct staff to work with the providers on the necessary subrecipient agreements or amendments regarding such funding.

*Public Comment for this item only.*

## 5.6 Increased HEAP Capital Improvement Project Funding Recommendation for Social Work Action Group

Brandon Trahan, Administrative Services Supervisor

**Background:** On March 4, 2019, the Board of Governance (BoG) approved \$1,342,251.00 in Homeless Emergency Aid Program (HEAP) Capital Improvement Project funding to acquire three properties on behalf of Social Work Action Group (SWAG), which will accommodate up to eighteen (18) permanent supportive housing beds for unsheltered homeless individuals referred by the County. To date, two properties have been purchased in the cities of Lake Elsinore and Perris for total costs of \$995,223.49, leaving a remaining balance of \$347,027.51. Due to the difficulty in locating suitable properties with a lower price range, additional funds may be needed to acquire a third property. The Continuum of Care Division has generated additional HEAP funds from an interest-bearing account that can be used to support HEAP eligible activities, and the funds must be spent by June 30, 2021. This is an eligible cost under the Homeless Emergency Aid Program (HEAP) funding and supports the program's mission to provide housing for individuals experiencing homelessness.

**Recommended Motion -** Approve the one-time use of funding in the amount of up to \$48,670.95 from the HEAP interest-bearing savings account to Social Work Action Group (SWAG) to cover any costs from their third HEAP property purchase that exceed the remaining awarded amount of \$347,027.51 and direct staff to work with SWAG on the necessary subrecipient agreements or amendments regarding such increased funding.

*Public Comment for this item only.*

**5.7 Reprogramming of 2018 ESG Funds from Catholic Charities to Coachella Valley Rescue Mission**

**Tanya Torno, Deputy Director**

**Background:** On July 12, 2018 the Board of Governance approved funding to the Coachella Valley Rescue Mission (CVRM) for an award amount of \$116,806 to carry out rapid rehousing services, and \$175,210 to Catholic Charities to carry out homeless prevention services. Due delays in receiving the Standard Agreement from the state and local delays in executing agreements, the subrecipients did not launch services until August – November 2020. As a result of these delays, Catholic Charities (CC) is expected to have approximately \$107,932 in unspent funds. On January 21<sup>st</sup>, 2021, CoC Staff met with the Board of Governance Chair and Vice Chair and received consensus to reprogram the funds awarded to Catholic Charities to ensure 100% of the funding were utilized by the expenditure deadline of February 12, 2021.

<b>Total amount needing to be reprogrammed from Catholic Charities</b>	<b>\$107,932</b>
Transfer funds to CVRM for Homeless Prevention	\$50,000
Transfer funds to CVRM for Emergency Shelter	\$57,932

**Recommended Motion** – Ratify and approve the award amount of \$107,932 from Catholic Charities to Coachella Valley Rescue Mission; \$50,000 to be reallocated for Homelessness Prevention and \$57,932 reprogrammed for Emergency Shelter and direct staff to work with CVRM on the necessary subrecipient agreements or amendments regarding such reprogrammed funding .

*Public comment for this item only.*

**6.0 Announcements**

**7.0 Call for Agenda Items for Next Meeting**

**8.0 Next Meeting:** The next regularly scheduled BoG meeting is **April 15, 2021** at 9 a.m. Until further notice, all meetings will take place by web and/or teleconference.

**9.0 Adjournment**