To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Kelly Wallace, Interim Director, Health, Housing & Community Services Department

Subject: Contract No. 010561 Amendment: Alameda County Network of Mental Health Clients / Berkeley Drop-In Center (BDIC) to Operate a Secure Storage Program

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to amend Contract No. 010561 with the Alameda County Network of Mental Health Clients / Berkeley Drop-In Center, adding $50,000 in state Homeless Emergency Aid Program (HEAP) funding for a homeless storage locker program. This addition of $50,000 will support eligible program-related activities for the period of one year and will increase the total not-to-exceed (NTE) amount of the existing contract to a revised amount of $85,721.

FISCAL IMPACTS OF RECOMMENDATION

The amendment will add $50,000 in HEAP funds set aside for homeless storage lockers, as approved by Council on March 12, 2019 (budget code: 336-51-504-535-0000-000-444-636110). These funds will be appropriated with the First Amendment of the FY2020 Annual Appropriations Ordinance (AAO#1).

CURRENT SITUATION AND ITS EFFECTS

Pursuant to Berkeley’s shelter crisis re-authorization passed on 10/31/2017, the City Manager has been granted authority to sole source a contract for “services that will be provided within or to support temporary shelter facilities.” Lack of storage for personal belongings is one of the top 6 reasons cited in the 2017 Berkeley Point-in-Time Count and Survey that homeless persons do not access shelter services.¹ The storage program is designed, in part, to support unsheltered people in accessing beds they may not otherwise be interested in utilizing.

Berkeley Drop-In Center already offers storage lockers for its clients. This recommendation would add to that program, with the following parameters:

(i) **Location.** 84 storage lockers (of dimension 12” W by 24” D by 36” L) are already owned by the City and will be installed alongside existing locker facilities at BDIC (3234 Adeline Street). In addition, the funding will support 6 20-35 gallon secured totes for additional storage of larger items.

(ii) **Hours.** Lockers would be available 5 days a week (Monday-Friday, 9:30 am-4 pm).

(iii) **Access:** BDIC staff would oversee locker access.

(iv) **Rules.** Rules and hours would be posted and participants will be given a written sheet describing them as well.

**BACKGROUND**

On December 5, 2017, as part of the mid-year budget process, Council allocated $50,000 towards the establishment of a downtown homeless storage pilot program.

After the allocation of these funds, HHCS staff began researching program models and locations that could be feasibly supported by this funding amount, and ultimately circulated a Request for Information (RFI) to all Berkeley homeless services nonprofits to solicit interest and capacity in operating a program to provide storage in the downtown area for $50,000. The Homeless Commission was invited to designate a representative to review responses alongside city staff, which they did with an action taken on April 11, 2018. BOSS was the lone respondent to this RFI and submitted a proposal to utilize the MASC Courtyard for this purpose. The City Manager awarded the contract to that agency. BOSS provided a locker program at the MASC from October 2018 through July 2019. On June 25, 2019, Council awarded funding for both a Drop-In Center and for the continuation of the locker program to Dorothy Day House.

On May 29, Council referred to the FY2019 budget process the allocation of an additional $100,000 in funding for two homeless storage sites—one downtown, and one in West Berkeley. The City Manager subsequently recommended that this cost be covered by HEAP funding and incorporated the $100,000 into the HEAP funding recommendations approved by Council in March 2019.

City staff approached Berkeley Drop-In Center to expand options away from the downtown and into South Berkeley, prompting the current recommendation from staff to move forward with a $50,000 downtown program at this time.

**ENVIRONMENTAL SUSTAINABILITY**

There are no identifiable environmental impacts or opportunities associated with the action recommended in this report.

**RATIONALE FOR RECOMMENDATION**

Staff has determined that sole sourcing HEAP moneys to BDIC for locker expansion would have multiple benefits, including:
Ensuring timely provision of these important services;

Maximizing administrative efficiency and minimizing additional delays by leveraging an existing City contract at an existing program that already has a locker component;

Ensuring the City stays on track to meet aggressive, County-imposed expenditure deadlines for HEAP (60% of all funds expended by June 30, 2020);

Increasing access to storage options for persons experiencing homelessness in South Berkeley.

ALTERNATIVE ACTIONS CONSIDERED
As an alternative action, Council could instead direct staff to circulate a new RFI or formal Request for Proposals (RFP) to competitively solicit a different vendor.

CONTACT PERSON
Peter Radu, Homeless Services Coordinator, HHCS, (510) 981-5435.

Attachments:
1: Resolution
RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 010561 AMENDMENT: BERKELEY DROP-IN CENTER FOR HOMELESS STORAGE LOCKER PROGRAM

WHEREAS, the Berkeley City Council authorized the extension of a homeless shelter crisis on October 31, 2017 and in so doing authorized the City Manager to “waive non-voter approved purchasing and bid requirements for the installation of facilities and services that are directly related to providing temporary shelter for the homeless”; and

WHEREAS, the 2017 point-in-time count and survey of persons experiencing homelessness in Berkeley found that 11% of individuals reported not using shelter because they have no place to store their belongings; and

WHEREAS, the Berkeley City Council approved using $50,000 in California Homeless Emergency Aid Program (HEAP) funding towards the creation of a second homeless storage program on March 12, 2019; and

WHEREAS, city staff has identified Berkeley Drop-In Center as an operator for the second homeless storage program.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 010561 with the Alameda County Network of Mental Health Clients / Berkeley Drop-In Center for the operation of a locker storage program for persons experiencing homelessness, increasing the contract by $50,000 to bring the revised total of that contract to an amount not to exceed $85,721 (Contract No. 010561B).

BE IT FURTHER RESOLVED that the City Manager is authorized to use HEAP funds in an amount not to exceed $50,000 for the amended Berkeley Drop-In Center contract. Such funds will be used to support locker program staffing and operations for one year. A signed copy of said documents, agreements and any amendments will be kept on file with the Office of the City Clerk.