




**Interoffice Memorandum**

August 27, 2020

**TO:** Mayor Jerry L. Demings  
and the Board of County Commissioners

**FROM:**  Carrie Mathes, CFCM, CPPO, C.P.M., Manager, Procurement Division

**CONTACT:** Donna Wyche, Manager, Mental Health and Homelessness Issues  
Division  
407-836-7608

**SUBJECT:** Approval of Contract Y21-109-MV, Rapid Re-housing

**ACTION REQUESTED:**

Approval of Contract Y21-109-MV, Rapid Re-housing, with Homeless Services Network of Central Florida, Inc., in the contract award amount of \$1,470,000, for a one-year term.

Further request authorization for the Procurement Division to renew the contract for three additional one-year terms. The total annual amount for each year renewal term will be \$1,550,000.

**PROCUREMENT:**

This contract will procure services to administer the County's Rapid Re-housing (RRH) program, providing rental assistance, landlord recruitment, and case management to help families who have become homeless return to permanent housing. The initial service term will be from October 1, 2020 through September 30, 2021.

**FUNDING:**

Funding is available in account number 0001-060-2504-8610.

**APPROVALS:**

The Mental Health and Homelessness Issues Division concurs with this recommendation.

**REMARKS:**

In accordance with the Code of Ordinances, Part I, Chapter 17, Article III, Section 17-286 – Application and exclusions, agreements between the Board and nonprofit organizations are excluded from competitive procurement requirements.

RRH is an intervention designed to help families quickly exit homelessness and return to permanent housing.

Rapid re-housing services are provided for families deemed to be homeless, in accordance with the definition set forth by the Housing and Urban Development Department (HUD), who meet the applicable eligibility requirements for a designated period of time. RRH assistance is offered without preconditions (such as employment, income, absence of criminal record, or sobriety) and the resources and services provided are typically tailored to the unique needs of the household. Services and resources are not time limited but typically average six months for the financially related services. All resources and services will be provided based upon level of need determined through the coordinated assessment process. The goal for the initial term is that 100 families will receive RRH services. For subsequent terms, the goal is that 120 recipient families will receive RRH services. Additionally, there is an expectation that 80% of families exiting RRH will transition to permanent housing.

Frequently, families are identified as needing light assistance to return to stable housing. With an assessment-driven intervention involving the delivery of one-time or short-term rental assistance, thereby "diverting" them from a longer-term and more costly involvement in the shelter system, families may be diverted. Diversion assistance may include financial and/or non-financial resources, depending on a family's individual circumstances and the barriers they face to an expedited return to housing.

Homeless Services Network (HSN) is the lead agency for HUD Continuum of Care for federal funding, and this contract will match and leverage Orange County revenue and local resources. This will assist the participating agencies in their efforts to streamline processes and procedures of program implementation and align with the community's coordinated assessment process. HSN can simplify the working relationship with landlords, giving them one point of contact and one source of payment regardless of who provides the support services. This landlord intermediary function also provides a protective level for compliance with fair housing and fair market rates as dictated by HUD. Orange County has the largest number of homeless families in the tri-county region. Orange County has committed to addressing this issue, and these dollars are used to match HUD funding that is granted through HSN, the lead agency for the Continuum of Care.