




Interoffice Memorandum

July 5, 2019

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

FROM:  Carrie Mathes, Manager, Procurement Division

CONTACT: Lonnie C. Bell, Jr., Director, Community and Family Services Department  
(407) 836-7570

SUBJECT: Approval of Amendment No. 4, Contract Y17-2057, Supportive Services  
for Permanent Supportive Housing

ACTION REQUESTED:

Approval of Amendment No. 4, Contract Y17-2057, Supportive Services for Permanent Supportive Housing, with Homeless Services Network of Central Florida, Inc., retroactive to July 1, 2019, to advance the amount of \$220,000 of County funds from the original amount awarded under Contract Y17-2057 to be reconciled by the end of the current contract term.

PROCUREMENT:

This amendment authorizes an advance of funds which will allow Homeless Services Network of Central Florida, Inc. to provide the supportive services necessary for individuals to maintain permanent supportive housing and supportive services in the system. These services include case management, peer support, nursing, transportation, rental assistance, utility payments, housing locators, and flex funding.

FUNDING:

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

APPROVALS:

The Community and Family Services Department concurs with this recommendation.

REMARKS:

In 2014, Orange, Seminole, and Osceola Counties, along with the Cities of Orlando, Kissimmee, and Sanford, agreed to adopt the "housing first" model to address the chronic homeless problem. This model, supported by the U.S. Department of Housing and Urban Development, calls for housing those who are most vulnerable and likely to pass on our streets.

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In 2015, Florida Hospital donated \$6,000,000 over the course of three years to assist in transitioning the community to permanent supportive housing. The funding was primarily used to house and support chronically homeless individuals throughout the region and to build a system to collect and report data, as well as manage the process of locating appropriate housing.

The Board approved contract Y17-2057 on September 13, 2016, in the amount of \$500,000 for a 1-year term. Authorization was granted to Procurement Division to renew the contract for three additional 1-year terms.

On January 29, 2019, the Board approved funding in the amount of \$1,800,000 to sustain the "first 100 pilot." This pilot program was an AdventHealth funded initiative to house the top 100 chronically homeless individuals who frequented the emergency departments of local hospitals. The pilot funded supportive services necessary for individuals to maintain permanent supportive housing and supportive services in the system. These services included case management, peer support, nursing, transportation, rental assistance, utility payments, housing locators, and flex funding.

The \$220,000 advance payment shall be returned to the County over the remainder of the term of the Contract by way of the County deducting approximately \$73,333 of the advance amount from each monthly invoice payment that the County provides to Homeless Services Network of Central Florida, Inc. until the advance has been fully recovered by the County. Maintaining the case management positions helps with the goal of increasing the number of chronically homeless individuals served to 360.

Previous contract amendments are as follows:

Amendment No. 1: Effective October 1, 2017. Renewed the contract for the period of October 1, 2017 through September 30, 2018.

Amendment No. 2: Effective October 1, 2018. Renewed the contract for the period of October 1, 2018 through September 30, 2019 and replaced the Scope of Services and the exhibit for Quarterly Reporting of Outcomes.

Amendment No. 3: Effective March 1, 2019. Replaced the Payments language in Article III, Section A to reflect that the total contract amount increased to \$2,300,000; replaced and added invoice requirements to the Billing Requirements language in Article III, Section B, Subparagraph 1; replaced the Service Providers language governing reimbursement requirements in Article III, Section B, Subparagraph 6.a.; replaced the Funding language in Article V, Section A; added HSN coverage requirements in Article VII, Section C; replaced the records retention requirements in Article VIII, Section A, Subparagraph 1; updated the notice requirements in Article XIII; and authorized an advance of County funds.