



Interoffice Memorandum

July 10, 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 Division
Phone: (407) 836-7608

SUBJECT: Approval of Amendment No. 5, Contract Y18-2000, Homeless Shelter
Prevention/Diversion Services

ACTION REQUESTED:

Approval of Amendment No. 5, Contract Y18-2000, Homeless Shelter Prevention/Diversion Services, with Coalition for the Homeless of Central Florida, Inc., in the amount of \$150,000, for a revised total contract amount of \$630,000.

PROCUREMENT:

This amendment provides funding for two additional case management staff and one part-time supervisory staff to the current shelter prevention and diversion services.

FUNDING:

Funding for this project is available in account number 0001-062-2504-8610.

APPROVALS:

The Mental Health and Homelessness Division concurs with this recommendation.

REMARKS:

On January 9, 2018, the Board approved award of contract Y18-2000 to Coalition for the Homeless of Central Florida, Inc. in the estimated contract award amount of \$400,000 for a one-year term, and authorized the Procurement Division to renew the contract for two additional one-year terms. In partnership with the Housing and Community Development, the Mental Health and Homelessness Division currently funds one case management staff to provide supportive services to Orange County families and individuals meeting criteria to be housed through the State Housing Initiatives Partnership (SHIP) funding.

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Approval of Amendment No. 5; Contract Y18-2000, Homeless Shelter Prevention/Diversion Services

Coalition for the Homeless of Central Florida, Inc., a not-for-profit corporation, is the largest provider of homeless sheltering services in Central Florida. Additionally, they are currently the only shelter within Orange County providing diversion services through the Continuum of Care Coordinated Entry System of which Orange County is a participant. This community wide system is designed to prioritize families and individuals for limited housing resources and shelter beds using a vulnerability assessment. Prioritization ensures that the most vulnerable are provided with scarce resources first.

SHIP funding is awarded by the Housing and Community Development to the Coalition for the Homeless to provide rapid rehousing of very low income Orange County families and individuals. SHIP funding does not allow for funding of staff for supportive services but requires that case managers work alongside these families and individuals while engaged in the intervention. The Mental Health and Homelessness Division provides this case management through county general revenue in the existing contract. The total SHIP award from the Housing and Community Development Division is \$600,000 through February 2021. This additional staff will ensure that qualifying Orange County individuals and families presenting for shelter or currently in shelter are housed appropriately with this partnership.

Previous amendments to the contract are as follows:

- Amendment No. 1: Renewed the contract for an additional one-year term from March 1, 2019 through February 29, 2020. Scope of Services, Attachment A was replaced with revised Scope of Services Attachment A and no change to cost.
- Amendment No. 2: Attachment B-1, Budget was revised and replaced with Attachment B-2, Budget and no change to cost.
- Amendment No. 3: Renewed the contract for a one-year term from March 1, 2020 through February 29, 2021. Scope of Services Attachment A-1 and Attachment B-2 Budget form was revised and replaced. Increased the total estimated contract amount by \$80,000, for a revised total contract amount of \$480,000. This amendment was approved by the Board on January 28, 2020.
- Amendment No. 4: Attachment B-3, Budget form was revised and replaced with Attachment B-3 (Rv1) Budget form and no change to cost.