




## Interoffice Memorandum

October 18, 2018

TO: Mayor Teresa Jacobs  
and the Board of County Commissioners

FROM:  Carrie Mathes, Manager, Procurement Division

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

SUBJECT: Approval of Amendment No. 9, Contract Y16-163, Rapid Re-housing

### ACTION REQUESTED:

Approval of Amendment No. 9, Contract Y16-163, Rapid Re-housing, with the Homeless Services Network of Central Florida, Inc. in the amount of \$66,670, for a revised estimated contract amount of \$1,616,670.

### PROCUREMENT:

The amendment renews the contract for one year and adds funds which will allow for the County's Rapid Re-housing (RRH) program to help families exit homelessness and quickly return to permanent housing. This amendment will also change Article III, Payment and Billing Requirement, by revising the required supporting documentation.

### FUNDING:

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

### APPROVALS:

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

### REMARKS:

On November 17, 2015, the Board approved award of Contract Y16-163 to the Homeless Services Network of Central Florida, Inc. in the amount of \$1,500,000 for the contract term of November 30, 2015 through November 29, 2016, with three renewals for additional one-year terms.

Previous amendments to the contract are as follows:

Amendment No. 1: Effective April 1, 2016, to change Exhibit A.

- Amendment No. 2: Effective November 30, 2016, renewed the contract term for one year.
- Amendment No. 3: Effective September 1, 2016, changed Article III, Payment and Billing Requirements. No changes on contract amount.
- Amendment No. 4: Effective September 1, 2016, changed Article III, Payment and Billing Requirements. No changes on contract amount.
- Amendment No. 5: Effective November 30, 2016, increased the total contract amount by \$50,000, for a revised estimated contract amount of \$1,550,000. This amendment added additional case management services and changed Article III, Payment and Billing Requirements.
- Amendment No. 6: Effective November 30, 2016, changed Article III, Payment and Billing Requirements. No changes on contract amount.
- Amendment No. 7: Effective November 30, 2017, renewed the contract term for one year and replaced Scope of Services. No changes on contract amount.
- Amendment No. 8: Effective March 1, 2018, replaced Scope of Services. No changes on contract amount.