

**BOARD OF SUPERVISORS
FINANCE/GOVERNMENT OPERATIONS AND
ECONOMIC DEVELOPMENT COMMITTEE
ACTION ITEM**

SUBJECT: CONTRACT RENEWAL/Operation of the Homeless Services Center

ELECTION DISTRICT: Leesburg

CRITICAL ACTION DATE: May 10, 2016

STAFF CONTACTS: Ellen Grunewald, Family Services
Hope Stonerook, Family Services
Diane C. Smith, Finance and Procurement

PURPOSE: To renew the contract for the Operation of the Homeless Services Center.

RECOMMENDATION: Staff recommends the Finance/Government Operations and Economic Development Committee (FGOEDC) recommend to the Board of Supervisors (Board) that the Purchasing Agent be authorized to renew the contract for the Operation of the Homeless Services Center with Volunteers of America, Chesapeake (VOA), for the period of October 1, 2016 to September 30, 2017, in the amount of \$1,045,388.

BACKGROUND: On July 15, 2015, the Board authorized the Purchasing Agent to award the contract for the Homeless Services Center to VOA in the amount of \$1,045,388 for the period of October 1, 2015 through September 30, 2016.

This contract provides for the operation of the County owned Homeless Services Center located on Meadowview Court in Leesburg. This facility includes the Emergency Homeless Shelter, the Drop-In Center, Cold Weather Shelter, and the Permanent Supportive Housing on-site program. The County provides program oversight and eight (8) off-site apartments throughout the County. The Department of Family Services acts as the contract administrator and provides financial supervision of the program. From July 1, 2014 to June 30, 2015 these facilities assisted approximately 500 individuals.

The Emergency Homeless Shelter has a 45-bed capacity with an 89-day program offering intensive case management, life-skills classes and children's services, as well as providing basic necessities like food and shelter. There are 32 beds for single women and families and 13 beds for single men.

The Drop-In Center offers a program of day support services to homeless individuals. The center is open from 8:30 am to 4:30 pm Monday through Friday. Clients can use the Drop-In Center to take a shower, wash their laundry, get a hot meal, make phone calls and receive mail. The overall operation

of the center is managed under this contract. The Department of Family Services continues to provide case management services to clients on-site at the facility.

The Cold Weather Shelter operates at this facility each year from November 15th through March 31st. The Cold Weather shelter provides a cot for sleeping and a hot meal each night, typically during the hours of 9:00 p.m. to 7:00 a.m. Case management and referral services are also provided.

The Permanent Supportive Housing Program

The County currently operates the Transitional Housing Facility and the Transitional Opportunities Program. On July 1, 2015, these two programs transitioned into Permanent Supportive Housing (PSH). The County received a reallocation grant from the Department of Housing and Urban Development (HUD) which allowed the change. The PSH program continues to serve homeless individuals and families. To be eligible for PSH, applicants must be currently homeless and meet HUD’s definition of chronically homeless which includes disabled individuals or families with an adult member that has a disabling condition. In addition, the applicant must have had multiple episodes of homelessness in the past or have been continuously homeless for at least one year. The PSH program will provide eight (8) facility based units and at least 12 units scattered throughout the County.

ISSUES: The renewal of this contract will result in the continued operation of the Homeless Services Center which provides 45 emergency shelter beds, of which 13 are dedicated to single men—the only single men’s shelter in Loudoun County as well as the Cold Weather Shelter, Drop-In Center and the Permanent Supportive Housing Program. Approximately 500 individuals will continue to receive services from the Homeless Services Center. Non-profit organizations in the area would not be able to handle the overflow should this contract not be renewed. The current contract period is set to end of September 30, 2016. Staff recommends that the contract be renewed in the amount of \$1,045,388 for the period of October 1, 2016 to September 30, 2017, which is the first of five renewal options. VOA has successfully operated the County Homeless Shelter Program since 2003.

FISCAL IMPACT: Sufficient funding for the first nine months of the contract renewal is available in the Department of Family Services’ FY 2017 operating budget and from federal grant funding. Funding for the remaining three months is subject to Board of Supervisors’ appropriation for FY 2018.

Funding Source	Amount
Department of Family Services FY 2017 Operational Budget	\$ 754,560
Department of Family Services FY 2018 Operational Budget	251,520
State and Federal Grant Funding	39,308
TOTAL	1,045,388

ALTERNATIVES:

1. Recommend to the Board that the Purchasing Agent be authorized to renew the contract for the Operation of the Homeless Services Center to Volunteers of America, Chesapeake, in the amount of \$1,045,388.

OR

2. Do not recommend the contract renewal and direct staff how to proceed; however, this alternative is not recommended as this contract provides a service that is critical to the operation of the Homeless Services programs.

DRAFT MOTIONS:

1. I move that the Finance/Government Operations and Economic Development Committee recommend to the Board of Supervisors that the Purchasing Agent be authorized to renew the contract for the Operation of the Homeless Services Center with Volunteers of America, Chesapeake, for the period of October 1, 2016 to September 30, 2017, in the amount of \$1,045,388.

OR

2. I move an alternate motion.