AGENDA AND NOTICE OF A PUBLIC MEETING OF THE EXECUTIVE COMMITTEE

COMMISSION COMMITTEE CHAIR: Kelli Bernard
COMMISSION COMMITTEE MEMBERS: Sarah Dusseault, Jacqueline Waggoner

Thursday, June 20, 2019
10:00 am
(or immediately following the adjournment of the Programs & Evaluation Committee Meeting)

811 Wilshire Boulevard, 5th Floor
Los Angeles, CA 90017

AGENDA

AGENDA NO. ITEM AND DESCRIPTION PRESENTER PAGE

Call to Order/Roll Call/Establishment of Quorum

Agenda Items - The public will have an opportunity to speak to any agenda item when the item is called and before action is taken. A Request to Speak Form must be submitted to the Secretary prior to the completion of the agenda item. The Chair will determine the order of speaking and unless the Chair grants more or less time, the speaker's limit is two (2) minutes on each agenda item, subject to the total 20-minute period.

1.0 Review and approve minutes of meeting of the Executive Committee Meeting held June 27, 2018.

2.0 Review and approve the Quality Review Results for the 2018 Interim Housing RFP, hear potential appeals, and authorize Executive Director to enter into contracts with the recommended providers: Adults and Transition Age Youth.

Adjournment

Packets of materials on agenda items are available to the public during normal business hours at 811 Wilshire Boulevard, 6th Floor, Los Angeles, CA 90017. For further information, you may call 213-683-3333. Upon request, sign language interpreters, materials in alternative formats and other accommodations are available to the public for LAHSA meetings. All requests for reasonable accommodations must be made at least three working days (72 Hours) in advance of the scheduled meeting date. For additional information, contact LAHSA at (213) 683-3333 or TTY (213) 553-8488.
MINUTES OF THE

LOS ANGELES HOMELESS SERVICES AUTHORITY SPECIAL
MEETING OF THE EXECUTIVE COMMITTEE
Held June 27, 2018

The Los Angeles Homeless Services Authority Executive Committee meeting held at 811 Wilshire Boulevard, Los Angeles, CA was called to order at 4:26 p.m. by Commissioner Farkas.

Attendance:
LAHSA Commissioners Present:
Noah Farkas
Wendy Greuel, Chair
Sarah Dusseault

LAHSA Commissioners Absent:

LAHSA Staff:
Brenda Wheatley, Board Liaison
Kelli Pezzelle, Manager, Funding
Shalon Zeferjahn, Sr. Manager, Contracts

Call to Order/Roll Call/Establishment of Quorum
Roll was called and quorum was established at 4:26 p.m.

1.0 Review and approve minutes of meeting of the Special Executive Committee Meeting held March 30, 2018.

Motion: It was moved by Commissioner Greuel and seconded by Commissioner Dusseault to approve the minutes as presented.

Public Speaker(s): There were no public speakers.

Action: The motion passed unanimously.

2.0 Review and approve the release of the 2018 Continuum of Care (CoC) Program New Projects Request for Proposals (RFP).

Kelli Pezzelle, Manager, Funding, gave the report:

- Staff explained the request, as shown in the provided presentation.
- There was discussion about benchmarks for transitional housing and Rapid ReHousing.

Motion: It was moved by Commissioner Dusseault seconded by Commissioner Greuel to approve the release of the 2018 Continuum of Care (CoC) Program New Projects Request for Proposals (RFP).

Public Speaker(s): There were no public speakers.

Action: The motion passed unanimously.

3.0 Authorize Executive Director to enter into sub-recipient agreements and amendments renewing funding for Fiscal Year 2018-2019, funded by the City of Los Angeles’ Housing & Community Investment Department (HCIDLA) and County of Los Angeles’ (County) County of Los Angeles’
County Community Development Commission (CDC) and Chief Executive Officer (CEO), as shown on the attachments, subject to funding being allocated to LAHSA. In the event that funding period or amount allocated from HCIDLA and/or the County is reduced or not forthcoming, authorize the Executive Director to reduce terms of service, compensation, or not enter into agreements as deemed appropriate.

Shalon Zeferjahn, Sr. Manager, Contracts, gave the report:

- Staff explained the request, as described in the provided memo.

**Motion:** It was moved by Commissioner Greuel and seconded by Commissioner Dusseault to authorize Executive Director to enter into sub-recipient agreements and amendments renewing funding for Fiscal Year 2018-2019, funded by the City of Los Angeles’ Housing & Community Investment Department (HCIDLA) and County of Los Angeles’ County Community Development Commission (CDC) and Chief Executive Officer (CEO), as shown on the attachments, subject to funding being allocated to LAHSA. In the event that funding period or amount allocated from HCIDLA and/or the County is reduced or not forthcoming, authorize the Executive Director to reduce terms of service, compensation, or not enter into agreements as deemed appropriate.

**Public Speaker(s):** There were no public speakers.

**Action:** The motion passed unanimously.

**Adjournment**
The meeting was adjourned at 4:50 p.m.
To: LAHSA Executive Committee

From: Kelli Pezzelle, Manager, Procurement

Date: June 20, 2019

CC: Peter Lynn, Executive Director
Heidi Marston, Chief Programs Officer
Paul Duncan, Acting Director, Procurement and Performance Management
Daniel Fisher, Associate Director, Operations, Procurement and Performance Management

Re: Quality Review Results and Recommendations for the 2018 December Interim Housing Request for Proposals (RFP)

Committee Action Requested: Review and approve the Quality Review Results and Recommendations for the 2018 December Interim Housing RFP adult and transitional age youth programs and authorize the Executive Director to enter into contracts with the recommended proposers.

Background: The Los Angeles Homeless Services Authority (LAHSA) released the 2018 December Interim Housing RFP on December 14, 2018 and held a mandatory proposers’ conference on January 30, 2019. The submission deadline for this RFP to LAHSA was February 27, 2019 at 2:00PM. Funding for this RFP is made available through State HEAP and Measure H funds.

Staff presented the initial recommendations to the Programs and Evaluation Committee in May. There were two proposals that staff recommended be disqualified because of the sites’ permitting. The proposer appealed the recommendations and the committee agreed to delay the decision until more information could be gathered. The LAHSA Commission approved funding recommendations for three of the adult programs at the May Commission meeting and requested an Executive Committee meeting be held to present updated recommendations.

Quality Review Criteria: The 2018 December Interim Housing RFP established quality criteria to determine that proposers have the potential to successfully operate the program being proposed for funding. Each proposal’s content, responsiveness, conciseness, clarity, relevance, and adherence to the instructions in this RFP are considered when scoring each category. Final scoring is based on the proposal as submitted. Proposals must receive an aggregate score of 75 points or more to be recommended for funding.
The criteria outlined in the RFP include:

<table>
<thead>
<tr>
<th>Scoring Area</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Design</td>
<td>35</td>
</tr>
<tr>
<td>Program Readiness</td>
<td>20</td>
</tr>
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<td>Past Performance</td>
<td>20</td>
</tr>
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<td>CES Alignment</td>
<td>15</td>
</tr>
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<td>Program Budget /Cost Efficiency</td>
<td>10</td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td><strong>100</strong></td>
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</tbody>
</table>

**Table 1: Quality Review Scoring Matrix**

**Quality Review Results** - Based upon an evaluation of the criteria detailed above, it was determined that seven of the eleven proposals scored above the 75-point threshold. Three of the programs were approved for funding at the May Commission meeting. The other recommendations were delayed in order for staff to gather more information about the appropriate permitting designation.

Staff recommends the proposals in Table 2 be awarded conditioned upon the receipt of the appropriate permit documentation and correction of any deficiencies that were revealed during the facility review process.

<table>
<thead>
<tr>
<th>Agency</th>
<th>SPA</th>
<th>Population</th>
<th>Program</th>
<th>Amount Requested</th>
<th>Overall Score</th>
<th>Beds</th>
<th>Annual Amount Recommended</th>
<th>Prorated Amount Recommended</th>
<th>Notes</th>
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<tbody>
<tr>
<td>The Salvation Army</td>
<td>4</td>
<td>Families</td>
<td>Crisis</td>
<td>292000</td>
<td>99.4</td>
<td>10</td>
<td>$292,000</td>
<td>$219,000</td>
<td>Conditional - Permits and Facility</td>
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<tr>
<td>The Midnight Mission</td>
<td>4</td>
<td>Adults</td>
<td>Crisis</td>
<td>$949,000</td>
<td>88.1</td>
<td>65</td>
<td>$949,000</td>
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<tr>
<td>Special Service for Groups</td>
<td>4</td>
<td>Women</td>
<td>Enhanced Bridge</td>
<td>$438,000</td>
<td>84.5</td>
<td>20</td>
<td>$438,000</td>
<td>$401,500</td>
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<td>Special Service for Groups</td>
<td>6</td>
<td>Seniors</td>
<td>Enhanced Bridge</td>
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<td>83.7</td>
<td>20</td>
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<tr>
<td>Society of St. Vincent de Paul</td>
<td>4</td>
<td>Adults</td>
<td>Bridge</td>
<td>$912,500</td>
<td>82.7</td>
<td>50</td>
<td>$912,500</td>
<td>$836,458</td>
<td>Conditional - Facility</td>
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<tr>
<td>Bridge to Home SCV*</td>
<td>2</td>
<td>Adults</td>
<td>Crisis</td>
<td>78.0</td>
<td></td>
<td>30</td>
<td>$438,000</td>
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<td><strong>Total</strong></td>
<td><strong>195</strong></td>
<td></td>
<td></td>
<td><strong>3,467,500</strong></td>
<td></td>
<td></td>
<td><strong>3,166,375</strong></td>
<td></td>
<td><em>This award is in addition to the 30 crisis beds that were approved at the May 24, 2019 LAHSA Commission meeting.</em></td>
</tr>
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</table>

**Staff Recommendations:**
Staff recommends the approval of the Quality Review Results and Recommendations as detailed in this memorandum.
2018 December
Interim Housing RFP

Quality Review Results
&
Recommendations

Executive Committee
June 2019
Objective

LAHSA seeks to fund new interim housing and services in the County of Los Angeles for people who are experiencing homelessness.
# Quality Review

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# Quality Review Results and Recommendations

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**Total** 195 | $ 3,467,500 | $ 3,166,375
Staff Recommendation: Approve the quality review results and funding recommendations for the 2018 December Interim Housing Request for Proposals (RFP).