



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *November 17, 2020*

DATE: October 28, 2020

TO: Board of County Commissioners

FROM: Amber Howell, Director, Human Services Agency
(775)785-8600, ahowell@washoecounty.us

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve Amendment #2 to the contract currently awarded to Reno Initiative for Shelter and Equality (RISE) (awarded Request for Proposal (RFP) #3130-20) for Facility Operator of Our Place Women and Family Shelter on the Our Place campus to: (1) include a one-time payment in the amount of [\$100,000] that exceeded the original [\$1,983,333] contract amount as a result of an increased need for services due to COVID-19 retroactive for the period of July 1, 2020 through September 30, 2020, (2) authorize an increase in the amount of [\$120,000] to support increased staffing needs, for a total payment amount of [\$2,103,333] retroactive for the term of May 1, 2020 through June 30, 2021, (3) authorize an increase of [\$120,000] to the four (4) renewal periods for a contract amount not to exceed [\$1,820,000], plus up to [\$50,000] in possible reimbursements for hotels, (3) if approved authorize the Purchasing and Contracts Manager to executed the amendment and revise the Purchase Order. (All Commission Districts)

SUMMARY

The Agency is requesting the Board approve Amendment #2 to the contract currently awarded to Reno Initiative for Shelter and Equality (RISE) (awarded Request for Proposal (RFP) #3130-20) for Facility Operator of Our Place Women and Family Shelter on the Our Place campus to: (1) include a one-time payment in the amount of [\$100,000] that exceeded the original [\$1,983,333] contract amount as a result of an increased need for services due to COVID-19 retroactive for the period of July 1, 2020 through September 30, 2020, (2) authorize an increase in the amount of [\$120,000] to support increased staffing needs, for a total payment amount of [\$2,103,333] retroactive for the term of May 1, 2020 through June 30, 2021, (3) authorize an increase of [\$120,000] to the four (4) renewal periods for a contract amount not to exceed [\$1,820,000], plus up to [\$50,000] in possible reimbursements for hotels, (3) if approved authorize the Purchasing and Contracts Manager to executed the amendment and revise the Purchase Order.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

AGENDA ITEM # _____

PREVIOUS ACTION

On November 10, 2020, the Board accepted a FY21 Title XX subgrant award from the State of Nevada Department of Health and Human Services in the amount of [\$663,807; no county match] retroactive from July 1, 2020 to June 30, 2021 to promote reunification and permanency, health and safety, educational support and normalcy for children in care; to provide shelter services to prevent the removal of children from their families; and to provide professional development/training to Washoe County social work staff and to foster parents; authorize the Director of the Human Services Agency to retroactively execute the grant award; and direct the Comptroller's office to make the necessary budget amendments

On October 13, 2020, the Board accepted a FY21 Supplemental IV-B1 funding subgrant award from the State of Nevada Department of Health and Human Services, Division of Child and Family Services (DCFS) in the amount of [\$62,500; \$20,833 county match] retroactive from July 1, 2020 to September 30, 2020 to support The Reno Initiative for Shelter & Equality (RISE) who provide staffing at OUR Place Family Shelter where placement of families for emergency housing will support keeping families together and to provide for additional staffing when current staff are exposed to or infected with COVID-19; authorize the Director of the Human Services Agency to execute the subgrant award and related documents; and direct the Comptroller to make necessary budget amendments.

On March 31, 2020, the Board awarded Request for Proposal (RFP) #3130-20 for Facility Operator of Our Place Women and Family Shelter on the Our Place campus to Reno Initiative for Shelter and Equality (RISE,) for the term of fourteen (14) months commencing May 1, 2020 through June 30, 2021 with the provision for four (4), one (1) year renewals, in an amount of [\$1,983,333], plus up to [\$58,333] in possible reimbursements for hotels for the first fourteen months and an annual amount of [\$1,700,000], plus up to [\$50,000] in possible reimbursements for hotels.

BACKGROUND

Reno Initiative for Shelter and Equality (RISE) was awarded Request for Proposal (RFP) #3130-20 for Facility Operator of Our Place Women and Family Shelter on the Our Place campus on March 31, 2020 to assist with the operational staffing of an Emergency Shelter for women and families experiencing homelessness. RISE is charged with the responsibilities of shelter operations to ensure residents are keeping their space in the facility clean and safe and that shelter guests are treated with respect and compassion to include checking shelter guests in and out of the facilities, responding to any safety or cleanliness concerns, providing general monitoring of activities, and resolving and reporting any critical incidents that occur to the appropriate party.

On September 23, 2020, Amendment #1 to the original Agreement was executed to revise Section Four (4) of the Agreement to allow the Provider to submit an invoice and monthly report showing the services provided as listed in the Scope of Work – Exhibit B of the Agreement, the remaining payments of the contract term to be based on actual expense incurred in an amount up to \$170,000 per month.

The Agency is requesting an ongoing increase in the amount of \$120,000 annually to support increased staffing requirements that have been determined necessary with the Our Place Campus being operational.

FISCAL IMPACT

This Agreement is funded by a variety of sources. Should the Board approve Amendment #2 there will be no additional impact to the Human Services Agency's FY21 adopted budget as authority exists within the Children Services Fund (228), FY21 Title IVB1 Supplement (IO11752), Professional Services (710100) and Indigent Fund (221), Vulnerable Populations Support (C221230), Professional Services (710100).

RECOMMENDATION

Recommendation to approve Amendment #2 to the contract currently awarded to Reno Initiative for Shelter and Equality (RISE) (awarded Request for Proposal (RFP) #3130-20) for Facility Operator of Our Place Women and Family Shelter on the Our Place campus to: (1) include a one-time payment in the amount of [\$100,000] that exceeded the original [\$1,983,333] contract amount as a result of an increased need for services due to COVID-19 retroactive for the period of July 1, 2020 through September 30, 2020, (2) authorize an increase in the amount of [\$120,000] to support increased staffing needs, for a total payment amount of [\$2,103,333] retroactive for the term of May 1, 2020 through June 30, 2021, (3) authorize an increase of [\$120,000] to the four (4) renewal periods for a contract amount not to exceed [\$1,820,000], plus up to [\$50,000] in possible reimbursements for hotels, (3) if approved authorize the Purchasing and Contracts Manager to executed the amendment and revise the Purchase Order.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be "Move to approve Amendment #2 to the contract currently awarded to Reno Initiative for Shelter and Equality (RISE) (awarded Request for Proposal (RFP) #3130-20) for Facility Operator of Our Place Women and Family Shelter on the Our Place campus to: (1) include a one-time payment in the amount of [\$100,000] that exceeded the original [\$1,983,333] contract amount as a result of an increased need for services due to COVID-19 retroactive for the period of July 1, 2020 through September 30, 2020, (2) authorize an increase in the amount of [\$120,000] to support increased staffing needs, for a total payment amount of [\$2,103,333] retroactive for the term of May 1, 2020 through June 30, 2021, (3) authorize an increase of [\$120,000] to the four (4) renewal periods for a contract amount not to exceed [\$1,820,000], plus up to [\$50,000] in possible reimbursements for hotels, (3) if approved authorize the Purchasing and Contracts Manager to executed the amendment and revise the Purchase Order."