

REPORT FROM

OFFICE OF THE CITY ADMINISTRATIVE OFFICER

Date: November 4, 2021

CAO File No. 0220-05905-0000

Council File No. 21-0329 & 20-1376

Council District: All

To: City Council

From: Matthew W. Szabo, City Administrative Officer 

Reference: 21-0329 & 20-1376

Subject: **STATUS OF REQUEST FOR BIDS FOR THE BUREAU OF SANITATION CARE/CARE+ TEAMS AND LAHSA HOMELESS ENGAGEMENT TEAMS**

RECOMMENDATION

That the City Council, subject to the approval of the Mayor:

1. Approve the transfer of \$1,408,155 from the Unappropriated Balance, Fund No. 100/58, Account No. 580325, Homeless Engagement Teams to the General City Purposes, Fund No. 100/56, Account No. 000826, Homeless Shelter Program, and appropriate therefrom to the Los Angeles Housing Department, Fund No. 10A/43, Account No. 43V686, Homeless Engagement Teams to fund three (3) months of the Los Angeles Homeless Services Authority's existing Homeless Engagement Teams; and,
2. Direct the City Administrative Officer to report back on the outcome of the Request for Bid process for Sanitation outreach services in February 2022, including any funding needs and a transition timeline.

SUMMARY

On September 14, 2021, City Council adopted the Outreach Engagement Framework (Framework). As part of this action, Council directed the City Administrative Officer (CAO) to issue a Request for Bids (RFB) within 60 days to solicit outreach contractors to support the Bureau of Sanitation's CARE+ efforts. This work is currently supported by the Los Angeles Homeless Services Authority (LAHSA) through its Homeless Engagement Teams (HETs). It is expected that once the RFB process is complete, that the current LAHSA HETs will be replaced with contract outreach teams.

As of this report, we have finalized a draft that is under review with the City Attorney, Sanitation and the Chief Legislative Analyst and are on target to issue the RFB within the 60 day deadline set by Council, which is December 6, 2021. In order to ensure we met the December deadline, including have a buffer in the event of unanticipated delays, we developed an aggressive timeline that assumes release the RFB during the week of November 15, 2021. We would then have a

bidder's conference during the week of December 6, 2021, with proposals due the week of January 10, 2021. Review and evaluation of the proposals is anticipated to be completed by the end of January with approval of the RFB results targeted for mid-February.

The timeline for transitioning from LAHSA to contract outreach providers cannot be estimated at this time as we need the results from the RFB to develop that timeline. This includes negotiating and executing contracts with all responsive bidders and working with each contractor and LAHSA to develop the transition plan. Given this, we will report back in February 2022 with more detail on the outcome of the RFB and next steps, including any incremental funding needs for the contracts.

As LAHSA existing HETs have only been funded through December 31, 2021 and given the above timeline, we recommend an additional three months of funding the existing HETs, which will provide funding through March 2022. This will ensure there is no lapse in outreach support for Sanitation or for general outreach while the RFB process is underway.

FISCAL IMPACT STATEMENT

Approval of the recommendations in this report will not have an incremental impact on the General Fund as budgeted funds are recommended for transfer to LAHSA. There may be an incremental impact to the General Fund resulting from the outcome of the RFB process but there is insufficient information to determine at this time.

FINANCIAL POLICIES STATEMENT

The recommendations in this report comply with the City's Financial Policies as budgeted funds are being used for their budgeted purpose.

MWS:PJH