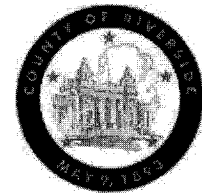


**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM  
3.20  
(ID # 5828)

**MEETING DATE:**

Tuesday, January 23, 2018

**FROM :** PUBLIC SOCIAL SERVICES:

**SUBJECT:** DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Fifth Amendment to Agreement #CW-03145-05 with the Housing Authority to provide a CalWORKs Housing Support Program / Rapid Re-Housing Services to CalWORKs Customers, on behalf of DPSS. [All Districts]; [Total Cost \$1,175,000 - 43% State Funding, 57% Federal Funding]

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Ratify and authorize the Chairman of the Board to sign Amendment No. 5 to Agreement #CW-03145-05 with the Housing Authority of Riverside County for a CalWORKs Housing Support Program/Rapid Re-Housing Services to CalWORKs Customers, for the period July 1, 2017 through June 30, 2018, for an amount not to exceed \$1,175,000: and,
2. Authorize the Director of DPSS, or designee, to take all necessary steps to administer and implement the Memorandum of Understanding #CW-03145-05 and amendments thereto approved by this Board, including subsequent and necessary documents for such administration and implementation, subject to approval as to form by County Counsel.

**ACTION:** Policy

  
Susan Von Zabern, Director of Public Social Services 12/19/2017

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Tavaglione, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley  
Nays: None  
Absent: None  
Date: January 23, 2018  
xc: DPSS

Kecia Harper-Ihem  
Clerk of the Board

By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$1,175,000	\$0	\$1,175,000	\$0
<b>NET COUNTY COST</b>	\$0	\$0	\$0	\$0
<b>SOURCE OF FUNDS:</b> State Funding: 43.0%; Federal Funding: 57.0%.			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	17/18

**C.E.O. RECOMMENDATION:** Approve.

**BACKGROUND:**

**Summary**

Department of Public Social Services (DPSS) will leverage existing resources and systems to partner with the Housing Authority (HA) of the County of Riverside to continue maintaining the CalWORKs Housing Support Program (HSP) implemented last year. This program will continue providing immediate housing and supportive services for 280 homeless CalWORKs families receiving services through the DPSS Family Stabilization Services (FSS) program. DPSS received \$1,619,000 for the period July 1, 2017 through June 30, 2018 and allocated \$1,175,000 to HA, with the remaining \$444,000 allocated to DPSS for administrative costs of temporary shelter and moving expenses for homeless CalWORKs families being served.

The goal of the DPSS CalWORKs Housing Support Program (HSP) is to help homeless families receiving CalWORKs benefits secure permanent housing, thus removing a significant barrier to participation in the Welfare-to-Work (WTW) program, and facilitating progress toward employment and self-sufficiency.

**Impact on Residents and Businesses**

This project will provide much needed assistance to individuals or families in the CalWORKs Rapid Re-housing program and provide support to CalWORKs families that are homeless and need immediate permanent housing before they are able to progress towards employment and self-sufficiency. Housing stability is one of the greatest challenges that CalWORKs families face. In Riverside County, 3,790 CalWORKs families (almost 8% of the total CalWORKs population) identified as homeless.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Funding for this agreement will be budgeted through the normal county budget process.

**Contract History and Price Reasonableness**

DPSS received \$1,619,000 for the period July 1, 2017 through June 30, 2018, for the HSP CalWORKs Rapid Re-Housing program, and allocated \$1,175,000 to the Housing Authority,

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

with the remaining \$444,000 dedicated to DPSS for administrative costs of temporary shelter and moving expenses for homeless CalWORKs families being served. The funding breakdown is as follows:

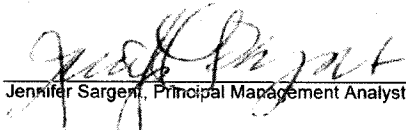
Operational Costs -- HA: \$1,175,000.00  
DPSS: \$ 444,000.00  
Total: \$1,619,000.00

DPSS negotiated an agreement with Housing Authority of the County of Riverside without competition, in accordance with California Department of Social Services (COSS) manual section 23-650, paragraph 1.14, which states that contracts may be negotiated without formal advertising "for any service to be rendered by any federal, state or local governmental agency, public university, public college or other public educational institution."

**Prev. Agn. Ref.:** 12/06/16 (#3.30)

**ATTACHMENTS:**

- A. Contract #CW-03145-05 Amendment #5 Housing Authority of the County of Riverside (3 Copies)

  
\_\_\_\_\_  
Jennifer Sargent, Principal Management Analyst

1/16/2018

  
\_\_\_\_\_  
Gregory V. Priamos, Director County Counsel

1/11/2018

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 AMENDMENT # 05  
 MEMORANDUM OF UNDERSTANDING (MOU) WITH  
 HOUSING AUTHORITY OF THE COUNTY OF RIVERSIDE  
 RAPID RE-HOUSING SERVICES TO CALWORKS CUSTOMERS

MEMORANDUM  
 OF UNDERSTANDING: CW-03145-05

ORIGINAL CONTRACT TERM: July 1, 2015 – June 30, 2016

CONTRACT TERM  
 EXTENDED TO: June 30, 2018

EFFECTIVE DATE  
 OF AMENDMENT: July 1, 2017

MAXIMUM REIMBURSABLE  
 AMOUNT: \$1,175,000.00

This Fifth Amendment to the Memorandum of Understanding CW-03145 (hereinafter the "MOU"), effective July 1, 2017, is made by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (hereinafter referred to as "DPSS"), and the Housing Authority of the County of Riverside (hereinafter referred to as "Housing Authority").

**WHEREAS**, DPSS and Housing Authority have entered into that certain MOU, effective July 1, 2015; and,

**WHEREAS**, the MOU has been amended by that certain Amendment # 1, effective July 1, 2015, increasing the maximum reimbursement amount to \$1,500,000; by that certain Amendment # 2, effective July 1, 2016, exercising the first one-year renewable option and extending the contract term to June 30, 2017; by that certain Amendment # 03, effective May 1, 2017, reducing the maximum reimbursement amount to \$775,000; and by that certain Amendment # 04, effective July 1, 2017, exercising the second, one-year renewable option and extending the contract term to June 30, 2018;

**NOW THEREFORE**, DPSS and Housing Authority agree as follows:

1. On page 1, and every page thereafter, all references to the MOU number CW-03145-04 is hereby replaced with CW-03145-05.
2. On page 1, MAXIMUM REIMBURSABLE AMOUNT is hereby amended to read "\$1,175,000.00".
3. On page 7, IV. HOUSING AUTHORITY RESPONSIBILITIES, C. FISCAL, 1. MAXIMUM REIMBURSABLE AMOUNT, is hereby amended to read:

"Total payment under this MOU shall not exceed \$1,175,000.00 for the period July 1, 2017 through June 30, 2018."

JAN 23 2018 3.20

4. On page 7, IV. HOUSING AUTHORITY RESPONSIBILITIES, C. FISCAL, 2. LINE ITEM BUDGET, is hereby deleted in its entirety and replaced with the following:


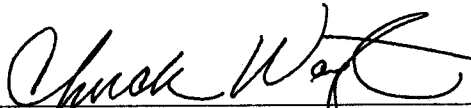
<b>FY 17/18 CalWORKs Housing Budget – Revised 11/3/2017</b>		
<b>Budget Job Code Title</b>	<b>Amount</b>	<b>Description</b>
<b>Salaries</b>		
HA RRH Program Support	\$144,039.70	Direct housing assistance to CalWORKs families (fringe and benefits). Up to 3.00 FTEs. Program Support also includes the HR TAP fee.
Workers Compensation	\$61,731.30	Workers Compensation
<b>Operating Expenses</b>		
Travel Expense	\$12,000.00	Costs for mileage at the county rate on the DPSS Vehicle Mileage Log report to transport CW families during housing search, transporting clients, meetings to view units, landlord/property management offices, conducting inspections, weekly housing orientation, FSS Meetings and any other HSP related meetings. If County vehicles are not available rental cars may be used for a maximum of \$30 per day.
Postage	\$10.00	Costs for mailing HSP customer related communication.
RRH Housing Assistance	\$957,219.00	Includes direct assistance for security deposits, rent, utilities, storage, remote/gate fees and other approved related permanent housing services.
<b>Total Operating Expenses</b>	<b>\$1,175,000.00</b>	
<b>Total FY 17/18 Budget</b>	<b>\$1,175,000.00</b>	

5. On page 12, Exhibit A is hereby deleted in its entirety and replaced with the following:

<b>FY 17/18 CalWORKs Housing Budget – Revised 11/3/2017</b>		
<b>Budget Job Code Title</b>	<b>Amount</b>	<b>Description</b>
<b>Salaries</b>		
HA RRH Program Support	\$144,039.70	Direct housing assistance to CalWORKs families (fringe and benefits). Up to 3.00 FTEs. Program Support also includes the HR TAP fee.
Workers Compensation	\$61,731.30	Workers Compensation
<b>Operating Expenses</b>		
Travel Expense	\$12,000.00	Costs for mileage at the county rate on the DPSS Vehicle Mileage Log report to transport CW families during housing search, transporting clients, meetings to view units, landlord/property management offices, conducting inspections, weekly housing orientation, FSS Meetings and any other HSP

		related meetings. If County vehicles are not available rental cars may be used for a maximum of \$30 per day.
Postage	\$10.00	Costs for mailing HSP customer related communication.
RRH Housing Assistance	\$957,219.00	Includes direct assistance for security deposits, rent, utilities, storage, remote/gate fees and other approved related permanent housing services.
<b>Total Operating Expenses</b>	<b>\$1,175,000.00</b>	
<b>Total FY 17/18 Budget</b>	<b>\$1,175,000.00</b>	

**IN WITNESS WHEREOF**, the undersigned, as authorized representatives of DPSS and Housing Authority, respectively, certify the establishment of Amendment # 05 to the MOU.

Authorized Signature for The County of Riverside, Department of Public Social Services: 	Authorized Signature for Housing Authority of the County of Riverside: 
Printed Name of Person Signing: Chuck Washington	Printed Name of Person Signing: Chuck Washington
Title: Chairman, Board of Supervisors	Title: <del>Executive Director</del> Chairman
Date Signed: JAN 23 2018	Date Signed: JAN 23 2018

ATTEST:

KECIA HARPER, IHEM, Clerk

By: 

DEPUTY

FORM APPROVED COUNTY COUNSEL

BY: 

SYNTHIA M. GUNZEL

DATE