



CITY OF BEND

## CITY COUNCIL ISSUE SUMMARY

**MEETING DATE:** JUNE 1, 2022

**SUBJECT:** Agreement with Central Oregon Villages (COV) for Phase 1 planning and community outreach work for a Temporary Outdoor Shelter in an amount not to exceed \$45,300.

**STAFF MEMBER:** Amy Fraley

**DEPARTMENT:** Housing Department

### ACTION REQUIRED:

- ☒ Motion
- ☐ Public Hearing Date:
- ☐ Ordinance 1<sup>st</sup> Reading Date:
- ☐ Ordinance 2<sup>nd</sup> Reading Date:
- ☐ Resolution
- ☐ Information/Direction
- ☐ Consent Agenda (*adopted by motion*)

### ADVISORY BOARD/COMMISSION RECOMMENDATION:

- ☐ Approval
  - ☐ Denial
  - ☐ None Forwarded
  - ☒ Not applicable
- Comments:**

### RECOMMENDED MOTION:

I move to approve a contract with Central Oregon Villages for Phase 1 planning and community outreach work for a Temporary Outdoor Shelter, in substantially the form presented to Council, in an amount not to exceed \$45,300.

### ISSUE / COUNCIL DECISION & DISCUSSION POINTS:

- This expenditure is included in the Council allocated \$1.5 million for Shelter Operations with American Rescue Plan Act (ARPA) funds awarded to the City of Bend.
- Central Oregon Villages' proposal for a Temporary Outdoor Shelter was selected following a November 2021 Request for Proposals (RFP) from contractors who qualified for the procurement through a Request for Qualifications (RFQ) for shelter services, issued in July 2021.
- Two proposals for Pallet shelters were received, both from Central Oregon Villages. This contract is for Phase 1 services to conduct community outreach, and to refine the site plan and proposed operations for one shelter.

- The Phase 1 Scope of Work in this Agreement includes community outreach, developing a Good Neighbor Agreement, finalizing the lease for the site, and refining the shelter program, including barriers to entry and a guest code of conduct. This scope of work does not fund or authorize operation of a shelter.
- Should the Phase 1 Scope of Work be completed and the HB 2006 application be approved, an amendment will be presented for Council's consideration for Phase 2, shelter operations.
- In Phase 2, Central Oregon Villages is proposing a high barrier shelter program requiring sobriety, with temporary Pallet shelters. Specifics of the shelter design and program operations will be refined by COV throughout Phase 1.

## **BACKGROUND:**

There are hundreds of community members in Bend living without stable housing; many of whom are experiencing houselessness due to income disruptions, income inequality, high rent and home prices, and other economic factors caused by the COVID-19 public health emergency. The 2022 Point in Time count shows a 17% increase in houselessness in Deschutes County. Additional shelter beds will provide a safer place to stay, access to services, and increased stability. This contract supports the Council goal of increasing shelter bed capacity in the City.

As part of the American Rescue Plan Act (ARPA) the City of Bend received the first of two payments of \$7.04 million on May 24, 2021. The Stewardship Subcommittee aligned Council Goals and Guiding Funding Principles with the eligible uses of the ARPA funds.

### **Eligible uses of these funds include:**

- Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, relative to revenues collected in the most recent fiscal year prior to the emergency,
- COVID-19 expenditures or negative economic impacts of COVID-19, including assistance to small businesses, households, and hard-hit industries, and economic recovery,
- Premium pay for essential workers,
- Investments in water, sewer, and broadband infrastructure.

Part of the initial allocations approved by Council included an allowance of \$1.5 million for Outdoor Shelter.

The City has been working towards creating a Temporary Outdoor Shelter program for over a year. In July of 2021, the City issued a Request for Qualifications to determine qualified Community-Based Organizations to provide shelter services. The City issued a Request for Proposals for a Temporary Outdoor Shelter operator on November 15, 2021. Central Oregon Villages (COV) was the only respondent, proposing two temporary outdoor shelters. The proposals were evaluated by a City scoring team, and staff determined COV met the criteria for award. The evaluating committee approved moving the proposals forward if a site was identified for either proposed shelter. This contract is for initial planning services for the Pallet shelter proposed by COV in response to the City's RFP.

COV identified a location for the Pallet shelter at 62010 SE 27th Street, Bend, OR 97701, and will lease it directly from the property owner. Costs for the lease are anticipated to be included in the Phase 2 contract for operations.

As anticipated in the RFP, this contract is for Phase 1 services to refine the planned shelter operations and for COV to seek authorization under HB 2006 to develop the shelter site. Phase 1 services include community outreach, refinement of the proposed shelter operations and program, and site planning. This agreement does not fund or authorize operation of a shelter.

COV's proposal is for a shelter comprised of up to 20 Pallet structures, installed and opened over time. COV's proposed program of operations includes:

- Prioritized entry for women and children but will not be limited to only serving women and children.
- Identification of households to reside at the shelter by Central Oregon Villages through the Coordinated Entry System and through existing relationships with houseless community members.
- Portable toilets and water stations and be served by the mobile shower truck. Daily food service will be provided.
- Entry requirements for shelter clients will include a commitment to abstain from drug/alcohol use while living at the shelter; to participate in case management; to participate in duties to operate/maintain the outdoor shelter, and similar activities.

Phase 1 reflects the City's and Central Oregon Villages' commitment to engaging the community and surrounding neighborhood. At the completion of Phase 1, COV will propose a program of shelter operations reflecting community feedback, to be considered by Council through a contract amendment to fund and authorize opening of the shelter.

## **BUDGET AND FINANCIAL IMPACTS:**

This Phase 1 contract has an amount not to exceed \$45,300. The expenditure is included in the Council allocated \$1.5 million for Shelter Operations with American Rescue Plan Act (ARPA) funds awarded to the City of Bend.

## **DEPARTMENT DIRECTOR REVIEW**

Reviewed by: Lynne McConnell Date: 5/23/2022

## **FINANCIAL REVIEW**

Reviewed by: Melissa Hodnett Date: 5/23/2022

## **LEGAL REVIEW**

Reviewed by: Elizabeth Oshel Date: 5/24/2022

## **COMMUNITY OUTREACH PROCESS AND POTENTIAL IMPACTS:**

The purpose of this contract is for COV to engage in outreach with the adjacent neighborhood and community. The Scope of Work includes print media, public service announcements on multiple social media and traditional platforms, and meetings with neighbors. Phase 1 includes creation of a Good Neighbor Agreement and refinement of the site plan and program operations based on community feedback.

**ATTACHMENTS:**

- Proposed Contract