

AGENDA BILL

**Beaverton City Council
Beaverton, Oregon**

SUBJECT: Contract Award for Safe Parking Program Manager

FOR AGENDA OF: 08-04-20 **BILL NO:** 20215

MAYOR'S APPROVAL: *Denny Dale*

DEPARTMENT OF ORIGIN: Mayor's Office *AB*

DATE SUBMITTED: 07-22-20

CLEARANCES:

City Attorney *WBK*

Mayor's Office *JA*

Purchasing *TM*

Finance *PO*

PROCEEDING: CONSENT AGENDA (CONTRACT REVIEW BOARD)

EXHIBITS: 1. Proposals Received Summary

BUDGET IMPACT

EXPENDITURE	AMOUNT	APPROPRIATION
REQUIRED \$45,000	BUDGETED \$45,000*	REQUIRED \$0

*Account Number 001-10-0529-511 General Fund – Mayor's Office – Community Services – Professional Services Account. The FY 2020-21 Adopted Budget has an appropriation of \$45,000 for managing the Safe Parking Program.

RECOMMENDED ACTION:

City Council, acting as Contract Review Board, awards a contract to Just Compassion of East Washington County for a Safe Parking Program Manager in a form approved by the City Attorney.

HISTORICAL PERSPECTIVE:

Beaverton's Safe Parking Pilot Program launched in April 2019 under the City's Community Services Program. This program in the Mayor's Office facilitates communication and collaboration between the City and nonprofit, community-based, and faith-based organizations to address the basic needs of low-income populations.

Community Services Program staff began developing a project plan for the Safe Parking Pilot Program in summer 2018 after staff and the public saw a need to provide a safe, legal place to park for persons experiencing homelessness. These families and individuals require sustained support for transitioning from living in a vehicle into housing. The pilot program consisted of two host sites distributed throughout the city with assigned parking spaces and onsite portable restrooms, storage, and garbage removal, as well as case management services. Due to the number of sites and individuals who need case management, the City needed to contract with a third-party Program Manager. This contracted Program Manager must manage the intake and case management of guests, assign parking spaces, and coordinate host sites in collaboration with the City. This program is highly collaborative and requires cross sectoral partnerships to be successful.

The pilot program launched in April 2019 with two host sites after extensive outreach and communication to internal and external stakeholders. A third host site was added to the program in April 2020.

In the first year of operation, Just Compassion of East Washington County was the contracted Program Manager for this Safe Parking Pilot Program, which served a total of 37 people (28 adults, 9 children). Thirteen individuals were exited into housing, 21 individuals were exited due to noncompliance or self-exiting, and three people remained in the program.

INFORMATION FOR CONSIDERATION:

After the City evaluated the Safe Parking Pilot Program and determined that this program should continue, the City needed to obtain the services of a Program Manager for a longer term. The City issued a Request For Proposal (RFP) for a Safe Parking Manager which was advertised in the Daily Journal of Commerce on May 27, 2020, with a response date of June 18, 2020, at 2:00 p.m. One proposal was received from Just Compassion of East Washington County. Staff evaluated the one proposal and scored it based on the criteria in the RFP that included knowledge and experience, project approach and understanding, relevant experience and references, Beaverton Equity procurement program and cost. Based on their proposal and previous work with the City, staff is recommending awarding the contract to Just Compassion of East Washington County.

The term of the contract is for five years with the option to extend an additional two years for a total term of seven years based on Council's approval of future budgets. The amount budgeted for this year is \$45,000. The total amount of the contract will be \$315,000 if the term is seven years.

City of Beaverton

PROPOSALS RECEIVED

**SAFE PARKING PROGRAM MANAGER
Solicitation #3685-20B**

Closed: July 8, 2020 @ 2:00 PM

Proposals Submitted:

- 1. Just Compassion of East Washington County – Tigard, OR**