



APPROVAL REQUEST FOR A BEYOND 5 YEAR CONTRACT TERM

Date of Submission:	3/29/2024		
User Agency/Department(s):	Office of Supportive Housing	Budget Unit #:	168

SECTION I



REQUEST TO SOURCE A NEW CONTRACT BEYOND FIVE YEARS IN TERM

Complete this section only if sourcing a new contract that will exceed a five-year term and proceed to Section IV. If you are extending an existing contract, please continue to Section II.

Anticipated Contract Start Date:	06/30/2024	Total Length of Term: (In months, excluding extension options)	240
Anticipated Contract End Date:	6/30/2044		
Comments:			
Budgeted Amount of Project:	\$ 0.00		
Proposed Contractor Name:			
Description of Goods or Services:	No-Cost MOUs with the County to provide services for supportive housing residents with a term of 20 years with the option to extend for another 20 years.		

SECTION II



REQUEST TO EXTEND EXISTING CONTRACT BEYOND FIVE YEARS IN TERM

Complete Sections II and III only if extending an existing contract beyond a five-year term.

Contract/PO Number:			
Contractor Name:			
Current Contract Start Date:		Current Contract End Date:	
Total Current Value of Agreement:	\$		
Description of Goods or Services:			

SECTION III

PROPOSED CONTACT EXTENSION DETAILS

If extending an existing contract beyond a five-year term, please provide details on the proposed extension.

Recommended # of Months Extension:			
Recommended End Date:			
Recommended Additional Contract Value:	\$		
Recommended Total Contract Value:	\$		



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SECTION IV

PREAPPROVAL HISTORY

Please attach a copy of all previously signed preapproval forms for this contract (e.g., Justification for Exception to Competitive Procurement, Request for a Beyond 5 Year Contract Term, etc.) with your submission.

What is the acquisition method used to source this contract? Exemption

Has an Approval Request for a Beyond 5 Year Contract Term been approved for this contract previously?



Yes



No

If yes, how many times has this contract been previously approved for a Beyond 5 Year Contract Term?

SECTION V

Mark appropriate box for Contract's Signature Authority



Board of Supervisors



Delegated to Department Head or designee



Chief Procurement Officer/Director of Procurement or Designee

SECTION VI

Pursuant to Board Policy 5.4.5.4, **EXCEPTIONS** to the maximum 5-year term limit for Professional Services are listed below. Select the appropriate exception(s).

- | | |
|----------------------------------|--|
| <input type="radio"/> | (1) When the funding source for a contract provides that the contract term must exceed five years. Such funding sources may include the State or Federal government or an outside funding source (private or foundation grant). |
| <input type="radio"/> | (2) When the County "piggybacks" on another jurisdiction's contract that is more than five years or that is subsequently extended for more than the initial five-year term. |
| <input type="radio"/> | (3) When a specific law, code or regulation requires that a particular type of contract include certain contract terms(s) that exceed 5 years. Please provide a specific citation below. |
| <input type="radio"/> | (4) Contracts for goods, which includes equipment, that have a lifespan that exceeds five years and the benefits to the County of exceeding a five-year term outweigh the benefits of creating and executing a new contract after five years |
| <input type="radio"/> | (5) Contracts for technology software or hardware that have a lifespan exceeding five years and the benefits to the County of exceeding a five-year term outweigh the benefits of creating and executing a new contract after five years |
| <input type="radio"/> | (6) Proprietary maintenance contracts. |
| <input type="radio"/> | (7) Contracts for project-specific professional services where the length of the project is expected to exceed five years. |
| <input type="radio"/> | (8) Revenue contracts. |
| <input type="radio"/> | (9) Contracts with other governmental entities. |
| <input checked="" type="radio"/> | (10) When an Agency/Department is otherwise able to justify that it is in the County's best interest to exceed the maximum 5-year term requirement. For example, an Agency/Department is able to demonstrate that the financial and/or programmatic impact on the County would be significant if the contract term does not exceed the maximum 5-year term requirement [Specific rationale must be provided in Section VIII, below]. |



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SECTION VII

Provide a narrative explanation below:

A. BACKGROUND (Describe the good or services procured)

Office of Supportive Housing (OSH) requests approval of a Beyond 5-Year (B5Y) contract term for No Cost Memoranda of Understanding (MOU) with owners of affordable housing developments who operate permanent supportive housing (PSH) and rapid re-housing (RRH) units. The MOUs outline the roles and responsibilities of each project's owner and the County. The County's primary responsibility is to ensure that permanent supportive housing residents are offered adequate supportive services. Further, the owner has two primary responsibilities to ensure that all residents receive professional property management services and some supportive services.

Approval of this B5Y request will expedite the execution of the MOUs that have a maximum term of 20 years with the option to extend for another 20 years through another B5Y request. It is the County's commitment to provide supportive services is a requirement of the Project-Based Vouchers (PBVs) that the Santa Clara County Housing Authority assigned to the respective housing developments. Financing for the housing developments assumes that the PBVs will be available for at least 20 years with the option to renew for an additional 20 years.

Finally, approval of this B5Y request is necessary due to the high volume of MOUs that will need to be executed by the Board of Supervisors (BOS) as part of implementing the 2016 Measure A Affordable Housing Bond and other County funding sources. To ensure that the MOUs are consistent with the BOS's direction, all of the MOUs will adhere to a template that will be approved by the BOS.

The County seeks execution of MOUs for 23 affordable housing developments. Please see Attachment C for the list of projects.

B. CONTRACT HISTORY, if applicable. (How was the contract awarded? What were the events that occurred prior to the end of the contract term?)

The County has a history of committing to providing supportive services as part of housing programs, including the Mental Health Services Act Housing Program and the Continuum of Care program.

Currently, the County has MOUs with 18 affordable housing developments, please refer to Attachment A. The County seeks to execute 20 additional affordable housing developments, please refer to Attachment B.

In each development, OSH establishes the referral process and influences the screening criteria. This way, the County ensures that its poorest and most vulnerable households have direct access to affordable permanent housing and the supportive services they need to stay housed.



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C. REASONS FOR CONTRACT TERM EXTENSION (Provide an explanation to support your selection in Section VI, including any relevant market research)

N/A

D. RECOMMENDATION TO CURE ISSUE(S) (If applicable)

N/A

SECTION VIII:

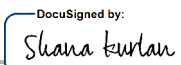
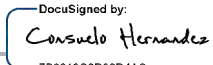
SOURCING PROJECT DETAILS

If your preapproval is requesting additional time to conduct a solicitation or source a successor contract, please outline your anticipated project schedule below. Include any relevant information on the sourcing project to date, such as the Master Acquisition List (MAL) ID number, draft of ICP preapproval request, or other references that may demonstrate progress on the sourcing project.



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SECTION IX

Requesting Contracts Manager:	Print Name: Shana Kurlan Signature: 
Requesting Agency/Department Director:	Print Name: Consuelo Hernandez Signature: 
Centralized Procurement Division Manager: (If applicable)	Print Name: Signature:

SECTION X

DECISION AND REQUIRED STEPS FOLLOWING DECISION (To be completed by OCCM)


<input type="radio"/>	Attach to Service Agreement Checklist/Cover Sheet	<input type="radio"/>	Attach to Legislative File
<input type="radio"/>	Attach to PO/Contract File	<input checked="" type="radio"/>	Attach to Delegation of Authority Cover Sheet
<input checked="" type="radio"/>	Approved	Comments:	
<input type="radio"/>	Approved with Conditions	Comments:	
<input type="radio"/>	Returned for Possible Reconsideration	Comments:	
<input type="radio"/>	Denied	Comments:	

SECTION XI

Office of Countywide Contracting Management Approval	Initial 
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SECTION XII

Office of Countywide Contracting Management Signature

Signature 	Date 4/16/2024
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on behalf of Ky Le,
 Deputy County Executive

Attachment A
Approved Delegations of Authority - Executed

Developments	Service Provider	No. of PBVs	PSH Units	RRH Units
Crossings on Monterey	Office of Supportive Housing	20	20	0
Edwina Benner	Peninsula Healthcare Connections	23	13	0
Monterey Gateway Senior Apts	Office of Supportive Housing	37	37	0
Orchard Gardens	HomeFirst	14	14	0
Park Avenue	Office of Supportive Housing	99	20	0
Quetzal Gardens	Abode Services	24	32	0
The Veranda	Office of Supportive Housing	6	6	0
Villas on the Park	PATH Ventures	83	83	0
Eagle Park Apartments	Abode Services	16	16	0
Immanuel-Sobrato Community	Peninsula Healthcare Connection	97	106	0
Path Villas at 4th street	Path Ventures	93	93	0
Mesa Terrace (Gallup & Mesa)	HomeFirst	23	23	0
Vela Apartment (Alum Rock Family)	PATH Ventures	43	29	14
Sobrato Family	Office of Supportive Housing	40	25	0
Markham I	HomeFirst	20	30	0
Iamesi Village	HomeFirst	60	60	0
Calabazas Apartments (Corvin)	Abode Services	80	80	0
Leigh Avenue Senior Apts.	Abode Services	63	63	0

Attachment B
Approved Delegations of Authority - Not Executed

Developments	Service Provider	No. of PBVs	Supportive Housing Units	Anticipated Occupancy Date
Page street	Community Solutions	27	27	12/5/2022
Sango Court	Abode Services	40	44	8/25/2023
Agrihood Senior Apartments	Community Solutions	54	54	6/30/2023
Alum Rock Multifamily (1860 Alum Rock)	Abode Services	29	59	11/1/2024
Auzerais (Solaire)	HomeFirst	64	64	2/6/2024
Blossom Hill Housing	Abode Services	49	49	12/10/2023
Casa DeNovo	Abode Services	27	0	TBD
Curtner Studios	To Be Determined	111	111	10/20/2021
Gateway Tower	To be Determined	73	73	7/1/2026
Hillview Court	Abode Services	132	107	4/1/2021
Kifer Senior Apartments	Abode Services	33	46	1/26/2024
La Avenida Apartments	Veteran Affairs Office	7	7	8/1/2024
Mariposa (West San Carlos Housing)	Abode Services	0	39	10/1/2024
Markham II	HomeFirst	50	50	6/1/2022
The Roosevelt (Roosevelt Park Apts)	HomeFirst	0	40	8/1/2024
Sunol-West San Carlos	To Be Determined	0	51	12/1/2025
Tamien Station	To Be Determined	67	134	11/1/2025
The Algarve Apartments	Abode Services	36	36	5/1/2025
The Charles	To Be Determined	0	49	5/1/2025
Bascom Apartments (Vitalia)	Community Solutions	79	62	8/28/2023

Attachment C
New Affordable Development Projects with Supportive Housing

Developments	Service Provider	No. of PBVs	Supportive Housing Units	Anticipated Occupancy Date
Royal Oak	HomeFirst	22	18	6/1/2024
Bellarmino Place	Abode Services	53	24	10/1/2024
Parkmoor Community Apartments	Abode Services	41	20	6/15/2025
Alvarado Park Senior	Abode Services	41	23	9/1/2025
797 S Almaden	To Be Determined	35	25	2/1/2026
Lot 12	Alta Housing	25	20	2/1/2028
Montecito Multifamily	To Be Determined	39	42	9/1/2025
Clara Gardens	Abode Services	30	30	9/1/2027
Hawthorn Senior Apartments	Abode Services	47	20	6/1/2026
The Magnolias	Community Solutions	23	10	6/1/2026
330 Distel Circle	To Be Determined	27	20	6/15/2026
Ira D Hall Square (Sonora Court)	Peninsula Healthcare Connections	45	45	10/1/2025
Orchard Gardens	HomeFirst	14	45	11/1/2026
Civic Center	To Be Determined	27	27	4/1/2027
525 N Capitol Ave	To Be Determined	65	15	8/1/2026
Terra Bella	To Be Determined	27	27	5/1/2027
3001 El Camino Real	To Be Determined	42	32	3/1/2027
96 W El Camino Real	To Be Determined	12	24	10/1/2026
Santa Teresa Multifamily	To Be Determined	21	24	7/1/2026
Kooser Apartments	To Be Determined	10	40	1/1/2027
The Mil on Main	To Be Determined	55	24	7/1/2027
Pavilion Inn	Community Solutions	21	21	11/1/2024
The Crestview	Community Solutions	48	27	7/9/2024
	Total	770	603	