



Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Susan Dueñas, Public Safety Manager

Approved by: Steve McClary, Interim City Manager

Date prepared: June 3, 2021 Meeting date: June 28, 2021

Subject: Agreement with The People Concern for Homeless Outreach and Housing Navigation Services

RECOMMENDED ACTION: Authorize the Mayor to execute a Professional Services Agreement with The People Concern for Homeless Outreach and Housing Navigation Services.

FISCAL IMPACT: The cost for the one-year contract is \$355,000. This amount is included in the proposed Budget for Fiscal Year 2021-2022 in Account No. 100-7021-5119-00 (Public Safety - Homeless Outreach and Support Services).

WORK PLAN: This task is included as Item 1.m. in the proposed Work Plan for Fiscal Year 2021-2022.

DISCUSSION: The City currently has a two-year Professional Services Agreement with The People Concern for homeless outreach services that will expire on June 30, 2021. On May 11, 2021, the City issued a Request for Proposals (RFP) for homeless services to begin on July 1, 2021. This RFP was sent directly to service providers who work in Los Angeles County Service Planning Area (SPA) 5, which includes: Bel Air, Beverly Hills, Beverly Crest, Beverly Glen, Brentwood, Century City, Culver City, Holmby Hills, Laurel Canyon, Malibu, Mar Vista, Marina Del Rey, Manchester, Pacific Palisades, Palms, Rancho Park, Santa Monica, South Robertson, Venice, Westchester, and Westwood. Responses for the RFP were due on June 8, 2021. The City received only one response to the RFP, which was from The People Concern.

The original contract with The People Concern began in 2016 when the Malibu Task Force on Homelessness (MTFH), an independent organization of community volunteers, raised

funds for a pilot project to bring professional services to Malibu's homeless population. MTFH entered into an agreement with The People Concern to provide two, full-time outreach workers to locate, engage, and build relationships with homeless individuals in Malibu. The outreach team then connected the individuals with a fully integrated system of care, including mental and medical health care, substance abuse services, and permanent supportive housing provided by The People Concern and tailored to the needs of individuals.

The pilot project was initiated with the intention that, if successful, the City would assume responsibility for the contract. By 2018, the outreach team had successfully moved 33 homeless individuals from Malibu into permanent housing. An additional 15 individuals are currently in interim housing. In June 2018, the City Council voted to assume full responsibility for the contract within the Fiscal Year 2018-2019 budget and approved a contract with The People Concern in July 2018.

In 2020, The People Concern outreach team moved 16 people off the streets of Malibu and into permanent or temporary housing (see the attached 2020 Outcomes Chart). While this is noteworthy, COVID-19 restrictions and Project Roomkey had a significant impact on their ability to move people into housing. Project Roomkey was established in March 2020 as part of California's response to the COVID-19 pandemic. The purpose of Project Roomkey is to provide non-congregate shelter options for people experiencing homelessness. Individuals who were placed into housing through Project Roomkey, were then prioritized for available permanent housing through Project Homekey, which was the next phase in the state's response to protecting people experiencing homelessness who are at high risk for serious illness. Unfortunately, many of the clients of The People Concern outreach team did not meet the criteria to be placed into Project Roomkey. Therefore, individuals who were still on the street in Malibu during this time were at a significant disadvantage in obtaining housing.

Prior to 2020, the team was moving approximately 60 people per year off the streets of Malibu and into either permanent or temporary housing. With COVID-19 restrictions loosening up and Project Roomkey and Homekey winding down, there is hope that the number of people being moved into housing will return to pre-COVID numbers.

The City also has access to limited outreach services through St. Joseph Center in Venice, which receives Los Angeles County Measure H funding to provide homeless outreach services to SPA 5. Measure H is the countywide ballot measure approved by voters in 2017 that created a 10-year, ¼ cent sales tax to help fund housing and support services for the homeless population throughout the County. In Fiscal Year 2020-2021, St. Joseph Center received \$7,447,420 to provide housing and outreach services to SPA 5.

The City also receives outreach assistance through the Las Virgenes-Malibu Council of Governments (COG). The COG was awarded Measure H funds, which were utilized to

hire a homelessness outreach worker to serve its five member cities. The outreach worker, hired in March 2020, provides field response services to address community concerns regarding homeless individuals and provides regular activity reports to the COG. The COG has been notified that funding for this position will continue through at least Fiscal Year 2022-2023.

Aside from providing outreach to homeless individuals and connecting them to services and housing, the outreach team is instrumental in assisting us with encampments. When an encampment is scheduled for clearing, conducting outreach to the inhabitants can usually reduce the need to involve law enforcement, as well as reduce the number of items left behind that need to be stored and/or discarded. When clearing an encampment, all personal items of value must be stored for 30 days and available for retrieval by the homeless individuals.

The proposed Agreement with The People Concern will continue existing services in the City for the next year. It was determined that the next contract should be for one year instead of two since the needs for services may change in the coming year following the formation of a Homeless Task Force. Either party may terminate the agreement for any reason with 10-day written notice.

ATTACHMENTS:

1. Professional Services Agreement with The People Concern
2. 2020 Outcomes Chart

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is made and entered into as of June 28, 2021 by and between the City of Malibu (hereinafter referred to as the "City"), and The People Concern (hereinafter referred to as "Consultant").

The City and the Consultant agree as follows:

RECITALS

A. The City does not have the personnel able and/or available to perform the services required under this Agreement.

B. The City desires to contract out for consulting services for certain projects relating homeless outreach and housing navigation services.

C. The Consultant warrants to the City that it has the qualifications, experience and facilities to perform properly and timely the services under this Agreement.

D. The City desires to contract with the Consultant to perform the services as described in Exhibit A of this Agreement.

NOW, THEREFORE, the City and the Consultant agree as follows:

1.0 SCOPE OF THE CONSULTANT'S SERVICES. The Consultant agrees to provide the services and perform the tasks set forth in the Scope of Work included in the Bid Proposal, attached to and made part of this Agreement, except that, to the extent that any provision in Exhibit A conflicts with this Agreement, the provisions of this Agreement govern. The Scope of Work may be amended from time to time by way of a written directive from the City.

2.0 TERM OF AGREEMENT. This Agreement will become effective on July 1, 2021, and will remain in effect for a period of one year from said date unless otherwise expressly extended and agreed to by both parties or terminated by either party as provided herein.

3.0 CITY AGENT. The City Manager, or his or her designee, for the purposes of this Agreement, is the agent for the City; whenever approval or authorization is required, Consultant understands that the City Manager, or his or her designee, has the authority to provide that approval or authorization.

4.0 COMPENSATION FOR SERVICES. The City shall pay the Consultant for its professional services rendered and costs incurred pursuant to this Agreement in accordance with the Scope of Work's fee and cost schedule. The cost of services shall not exceed \$355,000 per year. No additional compensation shall be paid for any other expenses incurred, unless first approved by the City Manager, or his or her designee.

4.1 The Consultant shall submit to the City, by no later than the 10th day of each month, its bill for services itemizing the fees and costs incurred during the previous month. The City shall pay the Consultant all uncontested amounts set forth in the Consultant's bill within 30 days after it is received.

5.0 CONFLICT OF INTEREST. The Consultant represents that it presently has no interest and shall not acquire any interest, direct or indirect, in any real property located in the City which may be affected by the services to be performed by the Consultant under this Agreement. The Consultant further represents that in performance of this Agreement, no person having any such interest shall be employed by it.

5.1 The Consultant represents that no City employee or official has a material financial interest in the Consultant's business. During the term of this Agreement and/or as a result of being awarded this contract, the Consultant shall not offer, encourage or accept any financial interest in the Consultant's business by any City employee or official.

5.2 If a portion of the Consultant's services called for under this Agreement shall ultimately be paid for by reimbursement from and through an agreement with a developer of any land within the City or with a City franchisee, the Consultant warrants that it has not performed any work for such developer/franchisee within the last 12 months, and shall not negotiate, offer or accept any contract or request to perform services for that identified developer/franchisee during the term of this Agreement.

6.0 GENERAL TERMS AND CONDITIONS.

6.1 Termination. Either the City Manager or the Consultant may terminate this Agreement, without cause, by giving the other party ten (10) days written notice of such termination and the effective date thereof.

6.1.1 In the event of such termination, all finished or unfinished documents, reports, photographs, films, charts, data, studies, surveys, drawings, models, maps, or other documentation prepared by or in the possession of the Consultant under this Agreement shall be returned to the City. If the City terminates this Agreement without cause, the Consultant shall prepare and shall be entitled to receive compensation pursuant to a close-out bill for services rendered and fees incurred pursuant to this Agreement through the notice of termination. If the Consultant terminates this Agreement without cause, the Consultant shall be paid only for those services completed in a manner satisfactory to the City.

6.1.2 If the Consultant or the City fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Consultant or the City violate any of the covenants, agreements, or stipulations of this Agreement, the Consultant or the City shall have the right to terminate this Agreement by giving written notice to the other party of such termination and specifying the effective date of such termination. The Consultant shall be entitled to receive compensation in accordance with the terms of this Agreement for any work satisfactorily completed hereunder. Notwithstanding the foregoing, the Consultants shall not be relieved of liability for damage sustained by virtue of any breach of this Agreement and any payments due under this Agreement may be withheld to off-set anticipated damages.

6.2 Non-Assignability. The Consultant shall not assign or transfer any interest in this Agreement without the express prior written consent of the City.

6.3 Non-Discrimination. The Consultant shall not discriminate as to race, creed, gender, color, national origin or sexual orientation in the performance of its services and duties pursuant to this Agreement, and will comply with all applicable laws, ordinances and codes of the Federal, State, County and City governments.

6.4 Insurance. The Consultant shall submit to the City certificates indicating compliance with the following minimum insurance requirements no less than one (1) day prior to beginning of performance under this Agreement:

(a) Workers Compensation Insurance as required by law. The Consultant shall require all subcontractors similarly to provide such compensation insurance for their respective employees.

(b) Comprehensive general and automobile liability insurance protecting the Consultant in amounts not less than \$1,000,000 for personal injury to any one person, \$1,000,000 for injuries arising out of one occurrence, and \$500,000 for property damages or a combined single limit of \$1,000,000. Each such policy of insurance shall:

1) Be issued by a financially responsible insurance company or companies admitted and authorized to do business in the State of California or which is approved in writing by City.

2) Name and list as additional insured the City, its officers and employees.

3) Specify its acts as primary insurance.

4) Contain a clause substantially in the following words: "It is hereby understood and agreed that this policy shall not be canceled nor materially changed except upon thirty (30) days prior written notice to the City of such cancellation or material change."

5) Cover the operations of the Consultant pursuant to the terms of this Agreement.

6.5 Indemnification. Consultant shall indemnify, defend with counsel approved by City, and hold harmless City, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with Consultant's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, regardless of City's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the City. Should City in its sole discretion find Consultant's legal counsel unacceptable, then Consultant shall reimburse the City its costs of defense, including without

limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation. The Consultant shall promptly pay any final judgment rendered against the City (and its officers, officials, employees and volunteers) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

6.6 Compliance with Applicable Law. The Consultant and the City shall comply with all applicable laws, ordinances and codes of the federal, state, county and city governments, including, without limitation, Malibu Municipal Code Chapter 5.36 Minimum Wage.

6.7 Independent Contractor. This Agreement is by and between the City and the Consultant and is not intended, and shall not be construed, to create the relationship of agency, servant, employee, partnership, joint venture or association, as between the City and the Consultant.

6.7.1. The Consultant shall be an independent contractor, and shall have no power to incur any debt or obligation for or on behalf of the City. Neither the City nor any of its officers or employees shall have any control over the conduct of the Consultant, or any of the Consultant's employees, except as herein set forth, and the Consultant expressly warrants not to, at any time or in any manner, represent that it, or any of its agents, servants or employees are in any manner employees of the City, it being distinctly understood that the Consultant is and shall at all times remain to the City a wholly independent contractor and the Consultant's obligations to the City are solely such as are prescribed by this Agreement.

6.8 Copyright. No reports, maps or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the Consultant.

6.9 Legal Construction.

(a) This Agreement is made and entered into in the State of California and shall in all respects be interpreted, enforced and governed under the laws of the State of California.

(b) This Agreement shall be construed without regard to the identity of the persons who drafted its various provisions. Each and every provision of this Agreement shall be construed as though each of the parties participated equally in the drafting of same, and any rule of construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

(c) The article and section, captions and headings herein have been inserted for convenience only and shall not be considered or referred to in resolving questions of interpretation or construction.

(d) Whenever in this Agreement the context may so require, the masculine gender shall be deemed to refer to and include the feminine and neuter, and the singular shall refer to and include the plural.

6.10 Counterparts. This Agreement may be executed in counterparts and as so executed shall constitute an agreement which shall be binding upon all parties hereto.

6.11 Final Payment Acceptance Constitutes Release. The acceptance by the Consultant of the final payment made under this Agreement shall operate as and be a release of the City from all claims and liabilities for compensation to the Consultant for anything done, furnished or relating to the Consultant's work or services. Acceptance of payment shall be any negotiation of the City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by the City shall not constitute, nor be deemed, a release of the responsibility and liability of the Consultant, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by the City for any defect or error in the work prepared by the Consultant, its employees, sub-consultants and agents.

6.12 Corrections. In addition to the above indemnification obligations, the Consultant shall correct, at its expense, all errors in the work which may be disclosed during the City's review of the Consultant's report or plans. Should the Consultant fail to make such correction in a reasonably timely manner, such correction shall be made by the City, and the cost thereof shall be charged to the Consultant.

6.13 Files. All files of the Consultant pertaining to the City shall be and remain the property of the City. The Consultant will control the physical location of such files during the term of this Agreement and shall be entitled to retain copies of such files upon termination of this Agreement.

6.14 Waiver; Remedies Cumulative. Failure by a party to insist upon the

performance of any of the provisions of this Agreement by the other party, irrespective of the length of time for which such failure continues, shall not constitute a waiver of such party's right to demand compliance by such other party in the future. No waiver by a party of a default or breach of the other party shall be effective or binding upon such party unless made in writing by such party, and no such waiver shall be implied from any omissions by a party to take any action with respect to such default or breach. No express written waiver of a specified default or breach shall affect any other default or breach, or cover any other period of time, other than any default or breach and/or period of time specified. All of the remedies permitted or available to a party under this Agreement, or at law or in equity, shall be cumulative and alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right of remedy.

6.15 Mitigation of Damages. In all such situations arising out of this Agreement, the parties shall attempt to avoid and minimize the damages resulting from the conduct of the other party.

6.16 Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

6.17 Attorneys' Fees. The parties hereto acknowledge and agree that each will bear his/her or its own costs, expenses and attorneys' fees arising out of and/or connected with the negotiation, drafting and execution of the Agreement, and all matters arising out of or connected therewith except that, in the event any action is brought by any party hereto to enforce this Agreement, the prevailing party in such action shall be entitled to reasonable attorneys' fees and costs in addition to all other relief to which that party or those parties may be entitled.

6.18 Entire Agreement. This Agreement constitutes the whole agreement between the City and the Consultant, and neither party has made any representations to the other except as expressly contained herein. Neither party, in executing or performing this Agreement, is relying upon any statement or information not contained in this Agreement. Any changes or modifications to this Agreement must be made in writing appropriately executed by both the City and the Consultant.

6.19 Notices. Any notice required to be given hereunder shall be deemed to have been given by depositing said notice in the United States mail, postage prepaid, and addressed as follows:

CITY: Steve McClary
Interim City Manager
City of Malibu
23825 Stuart Ranch Road
Malibu, CA 90265-4861
TEL (310) 456-2489 x 224
FAX (310) 456-2760

CONSULTANT: John Maceri
Chief Executive Officer
The People Concern
2116 Arlington Avenue #100
Los Angeles, CA 90018
TEL (323) 334-9000 x462
FAX (323) 334-9000

6.20 Warranty of Authorized Signatories and Acceptance of Facsimile or Electronic Signatures. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to sign. The Parties agree that this Contract, agreements ancillary to this Contract, and related documents to be entered into in connection with this Contract will be considered signed when the signature of a party is delivered physically or by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.

7.0 GENERAL TERMS AND CONDITIONS. (City and Consultant initials required at EITHER 7.1 or 7.2)

7.1 Disclosure Required. By their respective initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is a “consultant” for the purposes of the California Political Reform Act because Consultant’s duties would require him or her to make one or more of the governmental decisions set forth in Fair Political Practices Commission Regulation 18700.3(a) or otherwise serves in a staff capacity for which disclosure would otherwise be required were Consultant employed by the City. Consultant hereby acknowledges his or her assuming-office, annual, and leaving-office financial reporting obligations under the California Political Reform Act and the City’s Conflict of Interest Code and agrees to comply with those obligations at his or her expense. Prior to consultant commencing services hereunder, the City’s Manager shall prepare and deliver to consultant a memorandum detailing the extent of Consultant’s disclosure obligations in accordance with the City’s Conflict of Interest Code.

City Initials
Consultant Initials

7.2 Disclosure not Required. By their initials next to this paragraph, City and Consultant hereby acknowledge that Consultant is not a “consultant” for the purpose of the California Political Reform Act because Consultant’s duties and responsibilities are not within the scope of the definition of consultant in Fair Political Practice Commission Regulation 18700.3(a) and is otherwise not serving in staff capacity in accordance with the City’s Conflict of Interest Code.

City Initials
Consultant Initials

This Agreement is executed on June 28, 2021, at Malibu, California, and effective as of July 1, 2021.

CITY OF MALIBU:

PAUL GRISANTI, Mayor

ATTEST:

KELSEY PETTIJOHN, Acting City Clerk
(seal)

CONSULTANT:

By: JOHN MACERI, Chief Executive Officer
The People Concern

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED
BY THE CITY ATTORNEY'S OFFICE

JOHN COTTI, Interim City Attorney

Exhibit A



THEPEOPLECONCERN

Because everyone should be housed, healthy and safe.
OPCC & LAMP COMMUNITY UNITED

June 4, 2021

City of Malibu
Attention: Susan Duenas
Public Safety Manager
23825 Stuart Ranch Road
Malibu, CA 90265

Dear Ms. Duenas,

Thank you very much for your generous prior support for our Malibu Outreach and Housing Navigation Services.

Please find enclosed a narrative and project budget for The People Concern's Malibu Homeless Outreach/Housing Navigation Services. With your support, we will continue to offer compassionate and innovative services to hundreds of Malibu's most vulnerable individuals.

Please feel free to contact me if you have any questions or concerns about the attached grant application. I can be reached at jmaceri@thepeopleconcern.org or 323-334-9000. We appreciate your consideration of this request.

Sincerely,



John Maceri
Chief Executive Officer

**Response to Request for Proposals – Homeless
Services: The People Concern**

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Organization, Credentials and Experience

Provide a summary of the company's qualifications, credentials and experience related to the project.

The People Concern was formed through the 2016 union of two trusted social service organizations: Ocean Park Community Center (OPCC), the largest homeless services provider on the Westside of Los Angeles County, and Lamp Community, a similar organization based in Skid Row. The agencies were founded in 1963 and 1985, respectively. As both agencies prioritized the most vulnerable, their complementary strengths allowed for a merged agency to have a deeper impact on the community.

The People Concern provides a comprehensive suite of eight core services: housing (both interim and permanent), mental health care, medical care, substance abuse services, domestic violence services, income/benefits assistance, wellness/life skills programs, and outreach and engagement. This work has always adhered to the latest and best practices such as Housing First, Harm Reduction, and Trauma-Informed Care. Placing well-being first, The People Concern's services do not just provide immediate relief; we empower clients by providing the structural support needed to end their homelessness and live thriving lives.

In September 2016, The People Concern became the first agency to provide street outreach and housing navigation services to clients with the support of the City of Malibu. Since then, the agency has continued its successful partnership with the City of Malibu community in helping the area's most vulnerable.

The team has made contact with over 3,189 individuals and helped 242 leave the streets to a successful destination, 39 of these being to permanent supportive housing. In addition, the team has forged strong community relationships, which support their work. Our proven history of service has built trust and rapport with clients, allowing our program to make a tangible differences in their lives. Through funding from the City of Malibu, The People Concern will have the resources to continue helping the underserved, homeless residents of Malibu achieve their potential.

Indeed, The People Concern has a proven record. Because of our agency's deliberate, compassionate and innovative approach, we are the go-to agency for partners seeking new strategies. Among our accomplishments are:

- When the City of Los Angeles began its Bridge Home initiative, we were the first service provider to join the efforts.
- When many homeless men and women were in need during the Covid-19 pandemic, we managed two different hotel sites in support of the Project Homekey program.
- Add language on supervising multidisciplinary outreach teams throughout LA County. We have teams in Santa Monica, Skid Row, and the Pacific Palisades.

- When there were funds to convert hotels to permanent housing, we became the owner/operator for two hotel sites under the Project Homekey initiative with the City of Los Angeles and partner with the County of Los Angeles for another site.
- When the County of Los Angeles sought to completely change the healthcare their homeless patients were receiving once discharged from County emergency departments, The People Concern was contracted to manage a recuperative care facility that saved the County \$2.6 million dollars in just 24 months.
- When the City of Los Angeles was seeking to test a homeless outreach approach on par with disaster relief efforts; The People Concern was asked to lead the team. That model has now been expanded across the County with our staff continuing to be at the helm.
- When communities of concerned citizens in the Pacific Palisades were looking to reach homeless individuals living in their neighborhoods; we were asked how to do it and then hired to achieve results. After one year of work as the sole service provider in the Pacific Palisades, The People Concern reduced homelessness there by 50%.
- We were chosen to reshape how Westside hospitals connect homeless patients to appropriate services and housing, creating coordination and stationing our own staff directly at the hospitals. The current lack of a functioning system leads to enormous unnecessary costs from emergency room use.
- We piloted the program for system collaboration used by all County homeless service providers, and we serve as the lead for that work in Skid Row and central Los Angeles. We have even advised cities across the country on how to implement similar systems.
- We piloted the County jail in-reach effort, which provides wraparound services to inmates about to be discharged into homelessness.
- We are the preferred service provider of permanent supportive housing developers across the County and we are currently supporting over 500 of their residents.
- We are the managing general partner and the supportive services provider of a vast campus of interim and permanent housing in Lancaster. This new site has made The People Concern the largest homeless services provider in the Antelope Valley.

Describe the size of your company, and indicate the principal, company official(s), and other personnel who will be assigned to work on behalf of the City.

The People Concern has over 600 employees, with a current organization annual operation budget of over \$67 million. Last year, across all of the county's eight Service Planning Areas (SPAs), we served 5,735 individuals.

Outreach services in Malibu are overseen by Brooke Slusser, Chief Program Officer of Mental Health Interim Housing and Access Center Department. Zachary Coil, Director of Westside Outreach, will coordinate the program and oversee a Program Manager. A Program Manager with a clinical background will supervise the two Outreach and Engagement Case Managers and the Housing Navigator.

Provide a list of three of the company's prior clients with contact information (names, titles, addresses, phone numbers and email addresses) for the appropriate persons at the client organization that the City can contact.

Margaret Willis, Administrator, Housing & Human Services Division, City of Santa Monica
310-458-8701
1685 Main Street, Room 212 Santa Monica, CA 90401
Margaret.Willis@smgov.net

Andrea Iloulian, Senior Program Officer, Domestic Programs, Conrad N. Hilton Foundation
818-851-3702
30440 Agoura Road Agoura Hills, CA 91301
Andrea@HiltonFoundation.org

Elizabeth Boyce, Director, Access, Referral & Engagement, Los Angeles County Department of Health Services
323-374-3300
313 N. Figueroa Street, 6th Floor East, Los Angeles, CA 90012
eboyce@dhs.lacounty.gov

Scope of Work

Provide a narrative reflecting the company's understanding of the Scope of Work and detailed proposal to implement the project.

1) The People Concern manages two Outreach Workers and a Housing Navigator, overseen by a Program Manager, to engage the Malibu's homeless population and link them to all needed comprehensive, integrated services that The People Concern provides, or those which are offered by another provider in the community. This includes ongoing case management as appropriate in order to ensure successful linkages to services. Clients are connected to the Housing Navigator, who will assist them with all they need for placement in permanent housing. The Program Manager will provide an additional level of clinical and mental health oversight for our clients and our staff. Our existing staff are highly knowledgeable both about the homeless community in Malibu, but also of all services available and the process for enrolling in each, including eligibility requirements. During initial contacts, staff will assess needs and determine their eligibility for various programs. Currently, the agency is in the process of looking for a viable candidate for the Program Manager position.

The Outreach Team conducts planned and systematic outreach to homeless individuals on the streets, hillsides and beaches of the Malibu area. The outreach workers assess the needs of these individuals and connect them with, or provide referrals to, local services, housing and resources. The workers make ongoing contact with individuals who have perhaps become accustomed to life on the streets or in hillside encampments or beach tents.

The Malibu area may generally be defined as the entire zip code of 90265, as well as the smaller 90263, and 90264 zip codes. More specifically, the Malibu area is defined as that area within the following Los Angeles Homeless Services Authority Tracts: 800406, 800408, 800410, 800504, and 800506.

2) The scope of the team's responsibilities includes initial outreach and engagement with homeless individuals. As a core element of placement in permanent housing, the team conducts assessments using the VI-SPDAT, and administer that assessment and enroll them into the Coordinated Entry System as soon as enough trust is built to do so successfully. Additionally, they conduct other assessments as appropriate, or link clients to clinicians for such assessments. Families and transition age youth may be linked to the appropriate CES providers.

The hallmark of successful outreach is building a trusting relationship with homeless individuals who may have been on the street for many years and may be living with mental illness, physical health problems and substance addiction. These barriers require ongoing outreach and engagement with a team that is trained to work with this population. With some chronically homeless individuals, it may take many months before they are willing to accept services. With this in mind, the street outreach team engages the homeless community wherever they are, all with the goal of moving clients as quickly as possible into permanent supportive housing with integrated, comprehensive services.

Throughout the engagement and case management process, the team provides linkage with The People Concern's integrated and comprehensive services, and referrals to alternative services if the agency's services are not appropriate for a particular individual. These services include the following:

Interim Housing: Clients can participate in one of The People Concern's interim housing programs, all of which provide integrated, comprehensive, wrap-around services. Please refer to Section Four of the Scope of Work for more information regarding interim housing.

Mental Health Care: Over 95 percent of the clients that The People Concern serves have some form of Serious Mental Illness. For this reason, mental health services for this population are vitally important and include: clinical outreach and field-based crisis intervention; individual therapy; group treatment; psychiatric care and addiction medication management; and hospitalization. The People Concern is a Department of Mental Health (DMH) MediCal certified agency, allowing for additional resources to be made available to Malibu clients, including access to our Full Service Partnership teams. Additionally, linkages to other DMH resources or agencies may be available when appropriate.

Medical Care: In collaboration with Venice Family Clinic (VFC), The People Concern provides medical care, psychiatric care, and addiction medicine to clients on the street, onsite at its programs and in clients' homes after they are housed. This partnership, as part of our FSP, provides comprehensive physical care. This service-rich team has a physician, physician's assistant, a psychiatrist, mental health clinicians, substance abuse experts, and peers. Lastly, The People Concern's Access Center has two onsite exam suites staffed by Venice Family Clinic.

In-house clients with medical conditions may be referred to The People Concern Respite Bed Program at our interim housing site, Turning Point.

Wellness/Life Skills & Substance Abuse Program: The People Concern provides access to a variety of opportunities through our interim housing program. Using a "Harm Reduction" approach, The People Concern's Wellness Program offers daily groups, training, Narcan accessibility and education, and workshops addressing topics including anger management, communication, drug/alcohol education, codependency, relapse prevention, healthy relationships, stress management, and other life skills. The program also covers medication management, diabetes management and other topics on illnesses common to this population. The program design is based on research that has examined a range of substance abuse interventions and found that interventions should consist of a well-coordinated, multidisciplinary team approach, with 24-hour access to specialist-trained personnel and a range of program types in the short and long-term. Clients benefit from this structured day-long program offering individual therapy, group therapy, trainings, and workshops in critical life skills topics.

Domestic Violence Services: Though The People Concern's Sojourn program, clients in need of domestic violence services can receive a full range of services, including access to one of The People Concern's two domestic violence shelter programs and Sojourn's Children's program.

Benefits Acquisitions/Income Assistance: Clients may receive benefits acquisition and income assistance through The People Concern's interim housing program. As soon as clients begin receiving intensive case management, staff helps them compile the documentation necessary to acquire any benefits to which they are entitled (SSI, SSDI, GR, etc.). Clients may receive referrals to CBEST and internal referrals to The People Concern's money management program. Staff use the SOAR model of benefits acquisition. At each step of the process, our staff assists with completing forms, gathering documentation, submitting applications, and accompanying clients to appointments. In addition, The People Concern's Stipend Program provides clients with a range of work-related activities that allow them to build skills and confidence while earning a stipend for their contribution.

Finally, clients who qualify may also participate in The People Concern's Money Management Program. This program provides our clients with benefit assistance, money management services, and financial education.

Work & Community Integration: The People Concern offers a variety of volunteer opportunities, client groups, classes and other opportunities for social interaction. Through these services, clients may become connected to communities outside of The People Concern to help them re-integrate into society.

Basic Living Services: As part of its outreach and engagement, The People Concern provides food, clothing, phone access, mail services, and transportation assistance (tokens and rides using agency vans). These services are often the first steps toward enrolling clients in case management.

3) Housing Navigation and Case Management: While the Outreach and Engagement Case Managers provide some case management services, their focus is on linkage to other services as described above. The core element of case management, placement into permanent housing, is integrated into the day-to-day work of one full time Housing Navigator, hired through these funds.

As clients enter case management, they begin the process of acquiring all necessary documentation and identification. Employing Housing First methodology, The People Concern does everything it can to assist clients in taking the steps necessary to secure permanent housing as quickly as possible.

After collaborating with the Outreach and Engagement Case Managers to help the participant get initial documentation and enroll in all benefits to which they may be eligible, the focus turns to applying for a voucher. For those who require a higher level

of care than scattered site housing, the Housing Navigator helps them explore other options, such as project based housing or a board and care.

For those who are matched to a voucher through our Coordinated Entry System, Outreach and Engagement Case Managers will assist them to complete the initial voucher application and associated eligibility documentation, and travel to the Housing Authority to pick up the voucher. They conduct group or individual sessions on life skills needed for housing. They also take the client to visit units, arranging appointments through partner landlords, through searches online, or cold-calls to landlords. They assist clients to submit rental applications, pay the associated fees, and submit all required documentation.

Additionally, the Housing Navigator works with landlords throughout the County to identify additional landlords who are willing to accept vouchers. They proactively reach out to landlords, making them aware of the incentives available to them, and work to clear up misconceptions or concerns they may have. They also maintain relationships with existing landlords and respond to complaints. The goal of this work is to ensure that clients may be housed quickly after receiving a voucher.

The People Concern has longstanding relationships with landlords and housing developers across Los Angeles County, providing a steady stream of both scattered site housing units and access to special housing projects. The People Concern offers connections to shared housing options for clients who want to live with others and specialized housing, including senior and Veteran housing. The People Concern offers connections to shared housing options for clients who want to live with others. Integrated in our case management and housing services, The People Concern always advocates for housing services based on client needs and eligibility.

The Housing Navigator plays a role in helping individuals sustain housing, working along the Outreach and Engagement Case Managers and other agency staff, such as clinicians. They focus on initial move-in, being present when they take possession of the apartment, and facilitating the purchase of basic furnishings and household items. They assist with utilities registration, and otherwise focus on logistics of the initial days in permanent housing. Support at this stage dramatically improves the ability of individuals to succeed in housing.

4) Interim Housing: While clients are in the process of obtaining permanent housing, they can participate in one of The People Concern's interim housing programs, all of which provide integrated, comprehensive, wrap-around services. The People Concern's Westside interim housing beds are an invaluable asset for our clients and our numerous beds make the agency stand out in the resources we can provide the most vulnerable in the area. All of The People Concern's interim housing programs are not just "shelters." Instead each program provides a full range of services, groups, workshops and programs that are integrated into the daily life of clients.

Also available is a Respite Beds Program, which offers onsite nursing and medical care to clients with acute or chronic medical conditions. This program works in conjunction with and receives referrals from the Venice Family Clinic. The program is fully integrated with all of the interim housing program services and has been found to be linked with decreased use of emergency medical services.

All Malibu clients are eligible for interim housing, and are considered for openings equally. Placement in interim housing is always considered a step towards permanent housing, which is always the goal our staff work to help our clients attain as quickly as possible. Similarly, placement in interim housing is in no way required for placement into permanent housing.

5) The People Concern can facilitate access to housing subsidies from a variety of sources, including the SPA 5 Coordinated Entry System, HACoLA, the Department of Health Services-Housing for Health, and the LA County Department of Mental Health, or otherwise to options such as funding for family reunification or for placement in a board and care or similar facility. Clients of the Malibu Outreach Team will receive access to these resources, just as any of our other participants would. At times, Malibu specific resources have become available, and we will promptly link clients to such opportunities.

Once in permanent housing, clients continue to receive ongoing supportive services. Central to The People Concern's efforts is an integrated, multidisciplinary team model providing wraparound care both before and after placement in permanent housing. In the first weeks and months after a client moves into permanent housing, they benefit from increased contact with case managers, clinicians, and other care providers through home visits in an effort to provide the assistance needed to make the transition to more independence. In addition, The People Concern's clinicians provide assessments, psychotherapy, clinically informed interventions to assist clients in maintaining housing, crisis intervention, and linkages to services in their new neighborhoods.

6) Outreach staff make efforts early in their relationship with each individual to determine their veteran status. When a client is a veteran, they are promptly linked to Veterans Affairs (VA) services. While this avenue typically makes available a greater range of services, we still provide case management until they are housed or are receiving case management from the VA.

7) The Program Manager will prepare and submit reports monthly. This will outline monthly and cumulative progress towards goals such as number of total contacts, new contacts, those engaged in case management, and placements in permanent and interim housing. Outreach and Engagement Case Managers work in each of these areas. The reports will also cover challenges and progress of those already off of the streets. In addition to these numbers, the narrative report will outline significant happenings, success stories, community interactions, and next steps, all providing a detailed look at the work being done.

All of this data will be examined monthly by the Program Manager and the Program Director. This will be compared to previous months' data, and evaluated to notice successes, struggles, and trends. This informs supervision with Outreach and Engagement Case Managers and will be considered to see if larger program changes are necessary.

8) In order to be available to the Malibu community, an access email address and an access phone line exist for community members to report information they may have about the locations of homeless individuals in order to assist the team in locating "hot spots" and in locating the homeless population in Malibu. The Outreach and Engagement Case Managers monitor the phone line, answering the line or returning messages during business hours.

The team has long-standing relationships with the Malibu community and service providers, and has regular meetings with Malibu's police and fire responders. This relationships actively facilitates services for those initially connected to public safety and emergency services. The outreach team also has periodic meetings with the Malibu community leaders involved in the funding/establishment of the team.

Performance Metrics

Provide a description of the company's reporting methodology and explain what and how data will be used to demonstrate success and plan for improvement. Because the housing navigator will be funded as a pilot project, it will be crucial to quantitatively demonstrate the impact and effectiveness of the position.

The Program Manager will prepare and submit reports monthly. The People Concern will track total contacts, new contacts, those engaged in case management, and placements in permanent and interim housing. The reports also cover challenges and progress of those already off of the streets. In addition to these numbers, the narrative report outlines significant happenings, success stories, community interactions, and next steps, all providing a detailed look at the work being done.

Success for the Housing Navigator is primarily signified by the number of vouchers issued and placements into permanent housing, as having this position will speed our ability to accomplish this. They track the number of individuals they are working with, the number of vouchers issued, the number actively engaged in housing search, and the number of those successfully in permanent housing. The date each milestone is achieved for each client is also tracked.

Together, these detailed reports make a clear case for the success of the program, reflecting both the ultimate goal of the program: individuals leaving the street to successful destinations, as well as showing detailed progress in activities necessary along the way.

All of this data is examined monthly by the Program Manager. Results are compared to previous months' data, and evaluated to notice successes, struggles, and trends. This process informs supervision with Outreach and Engagement Case Managers and is considered to see if larger program changes are necessary.

Professional Services Agreement

The selected company must use and comply with the terms and conditions of the City's standard Professional Services Agreement as provided in Attachment 1 of this RFP.

The People Concern understands and agrees to the terms and conditions of the City's standard Professional Services Agreement.

Insurance

The company must be able to supply a Certificate of Liability Insurance.

Upon request, The People Concern will supply a current Certificate of Liability Insurance.

Attached, please find a copy of The People Concern's Certificate of Liability Insurance dated January 7th, 2021.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/7/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Arthur J. Gallagher & Co. Insurance Brokers of CA., Inc. 505 N Brand Blvd, Suite 600 Glendale CA 91203	CONTACT NAME: Michelle Gonzalez PHONE (A/C. No. Ext): 818.539.8630 E-MAIL ADDRESS: Michelle_Gonzalez@ajg.com	FAX (A/C. No.):
	INSURER(S) AFFORDING COVERAGE	
License#: 0726293 THEPEOP-04	INSURER A : Nonprofits' Insurance Alliance of CA INSURER B : Quality Comp Inc INSURER C : Hudson Insurance Company INSURER D : INSURER E : INSURER F :	NAIC # 25054
INSURED The People Concern 2116 Arlington Avenue Los Angeles, CA 90018		

COVERAGES

CERTIFICATE NUMBER: 856248024

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			202101343NPO	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			202101343NPO	1/1/2021	1/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp & Collision \$ 500\$500
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0			202101343UMB	1/1/2021	1/1/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	0150330711	1/1/2021	1/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A C	Professional Liability Directors & Officers Liability			202101343NPO HFP-HN-NPP-6169	1/1/2021 1/1/2021	1/1/2022 1/1/2022	Per Claim \ Aggregate \$1M \ \$3M Per Claim \ Aggregate \$1M \ \$1M

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Nonprofits' Insurance Alliance of CA - A.M. Best #: 011845

Policy: Improper Sexual Conduct Liability
 Policy#: 202101343NPO
 Carrier: Nonprofits' Insurance Alliance of CA
 Policy Term: 1/1/2021 To 1/1/2022
 Per Claim: \$1,000,000 / Aggregate: \$1,000,000

See Attached...

CERTIFICATE HOLDER**CANCELLATION**

City of Malibu
 23825 Stuart Ranch Road
 Attn: Reva Feldmen, City Manager
 Malibu CA 90265

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ADDITIONAL REMARKS SCHEDULE

AGENCY Arthur J. Gallagher & Co.		NAMED INSURED The People Concern 2116 Arlington Avenue Los Angeles, CA 90018	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Policy: CRIME
 Policy#: CCP314597301
 Carrier: Fidelity and Deposit Company of Maryland
 Policy Term: 1/1/2021 To 1/1/2022
 Employee theft: Limit: \$500,000 / Deductible: \$2,500
 Forgery or Alteration: Limit: \$500,000 / Deductible: \$2,500
 Theft of money and securities: Limit: \$100,000 / Deductible: \$1,000
 Money and Securities: Limit: \$100,000 / Deductible: \$1,000
 Robbery or burglary of other property: Limit: \$100,000 / Deductible: \$1,000
 Fraudulent Impersonation: Limit: \$250,000 / Deductible: \$50,000

Coverage: Cyber Liability
 Policy Number: RPSP50191616M
 Carrier: BCS Insurance Company
 Policy Period: 1/1/2021 - 01/01/2022
 Limit: \$2,000,000 Aggregate: \$2,000,000 Retention: \$10,000

Primary Sexual Misconduct Limits of \$1mm per occurrence/\$1mm aggregate, policy #202101343NPO, combined with an Umbrella limit of \$1mm, policy #202101343UMB, provides total sexual misconduct limits of \$2mm per occurrence/\$2mm aggregate.

Crime Coverage under policy number CCP314597300 includes Theft of Money & Securities Inside the Premises with a \$100,000 limit and Outside the Premises with a \$100,000 limit, \$1,000 deductible applies to each.

Evidence of Coverage



RE: Quality Comp, Inc.—Self-Insured Workers' Compensation Group

To Whom It May Concern:

As proof of workers' compensation coverage, I would like to provide you with the attached Certificate of Consent to Self-Insure issued to Quality Comp, Inc. by the Department of Industrial Relations, Office of Self-Insurance Plans. This Certificate carries an effective date of December 1, 2004 and does not have an expiration date. The Quality Comp, Inc. program has excess insurance coverage with Safety National Casualty Corporation. Safety National is a fully licensed and admitted writer of Excess Workers' Compensation Insurance in the State of California (NAIC #15105). The company is rated "A++ Superior" Category "XV" by A.M. Best & Company.

Specific Excess Insurance

Excess Workers' Compensation: Statutory per occurrence excess of \$500,000
Employers Liability: \$1,000,000 Limit

Term of Coverage

Effective Date: January 1, 2021
Expiration: January 1, 2022

Please contact me if you have any questions or require additional information. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Jacqueline Harris".

Jacqueline Harris
Director of Underwriting
RPS Monument

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS
OFFICE OF THE DIRECTOR

NUMBER 4515

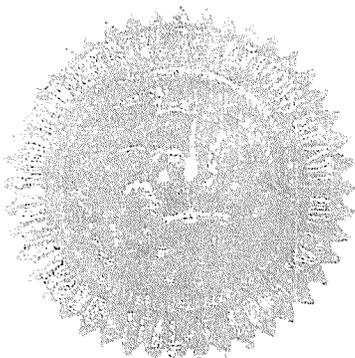
CERTIFICATE OF CONSENT TO SELF-INSURE

Quality Comp, Inc.

THIS IS TO CERTIFY, That (a CA corporation)

has complied with the requirements of the Director of Industrial Relations under the provisions of Sections 3700 to 3705, inclusive, of the Labor Code of the State of California and is hereby granted this Certificate of Consent to Self-Insure.

This certificate may be revoked at any time for good cause shown.*



EFFECTIVE:

THE 1st DAY OF December 2004

DEPARTMENT OF INDUSTRIAL RELATIONS
OF THE STATE OF CALIFORNIA

John M. Rea
JOHN M. REA

DIRECTOR

Mark T. Johnson
MARK T. JOHNSON
MANAGER

* Revocation of Certificate.—“A certificate of consent to self-insure may be revoked by the Director of Industrial Relations at any time for good cause after a hearing. Good cause includes, among other things, the impairment of the solvency of such employer, the inability of the employer to fulfill his obligations, or the practice by such employer or his agent in charge of the administration of obligations under this division of any of the following: (a) Habitually and as a matter of practice and custom inducing claimants for compensation to accept less than the compensation due or making it necessary for them to resort to proceedings against the employer to secure the compensation due; (b) Discharging his compensation obligations in a dishonest manner; (c) Discharging his compensation obligations in such a manner as to cause injury to the public or those dealing with him.” (Section 3702 of Labor Code.) The Certificate may be revoked for noncompliance with Title 8, California Administrative Code, Group 2—Administration of Self-Insurance.

DEPARTMENT OF INDUSTRIAL RELATIONS

OFFICE OF SELF-INSURANCE PLANS

11050 Olson Drive, Suite 230

Rancho Cordova, CA 95670

Phone No. (916) 464-7000

FAX (916) 464-7007



CERTIFICATION OF SELF-INSURANCE OF WORKERS' COMPENSATION

TO WHOM IT MAY CONCERN:

This certifies that Certificate of Consent to Self-Insure No. 4515 was issued by the Director of Industrial Relations to:

Quality Comp, Inc.

under the provisions of Section 3700, Labor Code of California with an effective date of **December 1, 2004**. The certificate is currently in full force and effective.

Dated at Sacramento, California

This day the 03rd of December 2020

A handwritten signature in black ink, appearing to read "Lyn Asio Booz".

Lyn Asio Booz, Chief

ORIG: Jackie Harris
Director Of Underwriting
Monument Insurance Services
255 Great Valley Pkwy, Ste 200
Malvern, Pa 19355

NUMBER : 4515 - 0034

STATE OF CALIFORNIA
DEPARTMENT OF INDUSTRIAL RELATIONS
OFFICE OF THE DIRECTOR

CERTIFICATE OF CONSENT TO SELF-INSURE

THIS IS TO CERTIFY, That

The People Concern

(Name of Affiliate)

STATE OF INCORPORATION CA

Quality Comp, Inc.

(Master CertificateHolder)

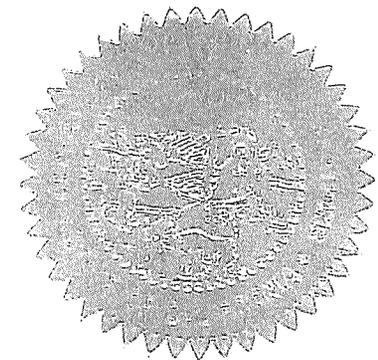
STATE OF INCORPORATION CA

has complied with the requirements of the Director of Industrial Relations under the provisions of Sections 3700 to 3705, inclusive, of the Labor Code of the State of California and is hereby granted this Certificate of Consent to Self-Insure, holder of Master Certificate No, 4515.

This certificate may be revoked at any time for good cause shown.*

EFFECTIVE DATE : July 1, 2011

DEPARTMENT OF INDUSTRIAL RELATIONS
OF THE STATE OF CALIFORNIA



A handwritten signature in black ink, appearing to read "Lyn Asio Booz", written over a horizontal line.

Lyn Asio Booz, Chief

A handwritten signature in black ink, appearing to read "Victoria Hassid", written over a horizontal line.

Victoria Hassid, Chief Deputy Director, Acting on behalf of Director

*Revocation of Certificate.--"A certificate of consent to self-insure may be revoked by the Director of Industrial Relations at any time for good cause after a hearing. Good cause includes, among other things, the impairment of solvency of such employer, the inability of the employer to fulfill his obligations, or the practice of such employer or his agent in charge of the administration of obligations, under the this division of any of the following: (a) Habitually and as a matter of practice and custom inducing claimants for compensation to accept less than the compensation due or making it necessary for them to resort to proceedings against the employer to secure the compensation due; (b) Discharging his compensation obligations in a dishonest manner; (c) Discharging his compensation obligations in such a manner as to cause injury to the public or those dealing with him."(Section 3702 of Labor Code.) The Certificate may be revoked for non compliance with Title 8. California Administrative Code, Group 2 -- Administration of Self Insurance

Litigation

Firms are required to list past, current, or pending litigation resulting from professional services rendered over the past five years. If a court or an arbitrator rendered a decision, state the results.

The People Concern does not have any past, current, or pending litigation resulting from professional services rendered over the past five years.

Fees

Under Separate Cover, provide a rate proposal for the services to be provided that includes personnel costs, overhead, and supplies needed to support the outreach activities.

Please find the attached rate proposal.

The People Concern
City of Malibu - Homeless Outreach Services
FY 2021-22 Budget



FUNDING **355,000**

PERSONNEL

<u>Position/Title</u>	<u>Annual</u>	<u>FTE</u>	<u>Alloc</u>	<u># Months</u>	
Program Director	100,704	1	15%	12	15,106
Program Manager	60,000	1	50%	12	30,000
Outreach & Engagement Case Manager	42,848	1	100%	12	42,848
Outreach & Engagement Case Manager	43,105	1	100%	12	43,105
Housing Navigator	42,848	1	100%	12	42,848
Subtotal Wages					173,907
Fringe Benefits	27%		3.65		46,955
Total Personnel					220,862

NON PERSONNEL

<u>Expense Type</u>	
Consultant	
General Liab. & Prop. Insurance	1,580
Facility Costs: Maintenance & Repairs Supplies	2,200
Linen and Laundry	
Utilities (Electric, Sewage, Gas)	1,875
Telecommunications - Office Phone and Internet	4,000
Cell Phones & Services	1,440
IT Network	5,000
Office Supplies and Outreach Materials	13,383
Postage	
Security Costs	
Parking	600
Mileage	1,006
Food/ Food Supplies	
Training	1,750
Equipment	2,500
Client Related - Housing Facilitation	52,500
Total Non Personnel	87,834

INDIRECT/ADMIN

Total Indirect Costs @	15%	46,304
------------------------	-----	---------------

Total Budget **355,000**

MALIBU OUTREACH OUTCOMES CHART

December - 2020	Current Month	Current Month 2019	YTD - 2020	2018 & 2019	TOTAL
TOTAL CONTACTS	119	87	692	2449	3141
Unduplicated Contacts	28	27	266	1011	1277
New	2	5	71	143	214
ON-STREETS	21	55	48 avg.	61 avg.	
Engaged	23	40	36 avg.	49 avg.	
MOVED OFF-STREETS	4	17	16	120	136
Permanent Housing	1	1	5	23	28
Temporary Housing	2	1	10	17	27
Relocated	5	15	1	80	81
BACK on STREETS	0	1	3	5	8
OBTAINED VOUCHER	0	1	3	21	24

Legend:

Total Contacts: The number of outreach contacts made by the outreach team. This may include multiple contacts with one individual.

Unduplicated Contacts: The number of individuals contacted.

New: The number of individuals who were contacted for the first time.

On-Streets: Individuals who are currently experiencing homelessness in Malibu and are in contact with the outreach team.

Engaged Individuals on the streets who are in contact, and are interested in receiving services towards permanent housing.

Moved Off-Streets The total number of individuals off the streets.

Permanent housing Individuals who have moved into permanent housing, either supported through a housing voucher, or independently.

Temporary Housing Individuals who have moved into temporary housing, such as bridge housing, interim housing, or shelters.

Relocated Individuals who have left Malibu, with or without a housing plan. Individuals who have not been contacted or seen for 12 months are counted as relocated.

Obtained Voucher Individuals who obtained a voucher in the current month