



To: Members of the Board of Supervisors
Clerk of the Board

From: Shireen McSpadden
Executive Director
Department of Homelessness and Supportive Housing

Date: June 30, 2022

Subject: Department of Homelessness and Supportive Housing (HSH) Sole Source Contracts for Fiscal Year 2021-2022

Re: Annual report to Board of Supervisors on sole source contracts for Fiscal Year (FY) 2021-2022 in compliance with the Sunshine Ordinance Section 67.24(e).

FY21-22 New Sole Source Contracts: HSH entered into two new sole source contracts in FY 2021-2022.

| Provider | Program | Term Start Date | Term End Date | Procurement | Not to Exceed |
|----------------------|---|-----------------|---------------|--------------------------------|---------------|
| Bitfocus, Inc. | System Administration Services (ONE System) | 7/1/2021 | 6/30/2025 | Sole Source (Admin Code 21.42) | \$9,000,000 |
| RTZ Associates, Inc. | Shelter in Place (SIP) Hotel Bed Tracking | 4/1/2022 | 6/30/2023 | Sole Source (Admin Code 21.42) | \$330,000 |

Existing Sole Source Contracts: HSH received a sole source waiver from the Office of Contract Administration for reunification transportation through the Homeward Bound program. As this program transitioned to a different model, the existing sole source agreement with Greyhound has been discontinued as of June 2022.

| Provider | Program | Term Start Date | Term End Date | Procurement | Not to Exceed |
|-----------|-------------------------------|-----------------|---------------|-------------------------------------|---------------|
| Greyhound | Homeward Bound Transportation | 10/15/18 | 6/20/2026 | Sole Source - Open Market Purchases | \$660,000 |



Note: In April 2019, the Board of Supervisors unanimously passed an ordinance to streamline contracting for homeless services and siting for homeless shelters (Ordinance 61-19). Agreements entered into under this provision were reported to the Board of Supervisors in May 2022 in the 2022 Shelter Crisis Ordinance Report, as required by the Administrative Code, and not included in this report.

