



Homeless Commission

## MEETING AGENDA January 12, 2022 – 7:00 PM

Join Zoom Meeting:

<https://zoom.us/j/96645301465>

To join by phone: Dial 1-669-900-6833 and enter Meeting ID: 966 4530 1465

Commission Secretary: Josh Jacobs ([jjacobs@cityofberkeley.info](mailto:jjacobs@cityofberkeley.info); 510-225-8035)

**Mayor Arreguin:**  
Paul Kealoha-Blake

**Rashi Kesarwani:**  
Vacant

**Terry Taplin:**  
Vacant

**Ben Bartlett:**  
Vacant

**Kate Harrison:**  
Mary Behm-Steinberg

**Sophie Hahn:**  
Vacant

**Susan Wengraf:**  
Carole Marasovic

**Rigel Robinson:**  
Cyn Gomez

**Lori Droste:**  
Todd Andrew

***All agenda items are for Discussion and Possible Action.***

1. Roll Call.
2. Public Comment.
3. Approval of minutes from November 10, 2021. [Attachments 1].

### **Updates/Action Items:**

4. Agenda Approval.
5. Chair and vice-chair update.
6. Staff to update on opening of Berkeley Way.
7. Staff to update on status of supportive housing at 1367 University Avenue.
8. Staff to update on status of the South Berkeley Homeless Outreach Coordinator.
9. Commission to discuss needs, including shelter/housing, to be met by the South Berkeley Homeless Outreach Coordinator; possible action.
10. Winter homeless needs-shelter, warming centers, supplies; possible action.
11. Crisis stabilization program model in Bend, Oregon.

### **Attachments:**

1. Minutes from Meeting of November 10, 2021
2. Expansion of Storm Shelter Program to Emergencies not Otherwise Covered
3. Development of Crisis Stabilization Program in Berkeley
4. South Berkeley Coordinator Letter
5. Proposed Homekey Project at Cedar & San Pablo

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6. Community Crisis Response System
7. Practical Tips to Open a Crisis Stabilization Unit (Bend, Or)
8. COVID-safe site visits to homeless services providers in preparation for reviewing funding proposals
9. Housing Trust Fund Allocations
10. Homeless Outreach Coordinator for South Shattuck Avenue and Adeline Street

***Pursuant to Section 3 of Executive Order N-29-20, issued by Governor Newsom on March 17, 2020, this meeting of the City Council will be conducted exclusively through teleconference and Zoom videoconference. Please be advised that pursuant to the Executive Order and the Shelter-in-Place Order, and to ensure the health and safety of the public by limiting human contact that could spread the COVID-19 virus, there will not be a physical meeting location available.***

***If you do not wish for your name to appear on the screen, then use the drop-down menu and click on "rename" to rename yourself to be anonymous. To request to speak, use the "raise hand" icon by rolling over the bottom of the screen.***

***To join by phone: Dial 1-669-900-6833 and enter Meeting ID: 938 4539 3201. If you wish to comment during the public comment portion of the agenda, Press \*9 and wait to be recognized by the Chair.***

***Correspondence and Notice of Decision Requests:***

Deadlines for Receipt:

- A) Supplemental Materials must be received by 5 PM the day before the meeting.
- B) Supplemental Communications must be received no later than noon the day of the meeting.

Procedures for Distribution:

- A) Staff will compile all Supplemental Materials and Supplemental Communications received by the deadlines above into a Supplemental Packet, and will print 15 copies of this packet for the Commission meeting.
- B) For any Supplemental Material or Communication from a Commissioner received after these deadlines, it is the Commissioner's responsibility to ensure that 15 printed copies are available at the meeting. Commissioners will not be reimbursed for any printing or materials expenses.
- C) Staff will neither print nor distribute Supplemental Communications or Materials for subcommittee meetings.

Procedures for Consideration:

- A) The Commission must make a successful motion to accept and receive all Supplemental Materials and Communications into the record. This includes the Supplemental Packet compiled by staff.
- B) Each additional Supplemental Material or Communication received by or before the meeting that is not included in the Supplemental packet (i.e., those items received after the respective deadlines above) must be individually voted upon to be considered by the full Commission.
- C) Supplemental Materials subject to a Commission vote that are not accepted by motion of the Commission, or for which there are not at least 15 paper copies (9 for each Commission seat, one for staff records, and 5 for the public) available by the scheduled start of the meeting, may not be considered by the Commission.

***\*Supplemental Materials are defined as any items authored by one or more Commissioners, pertaining to an agenda item but available after the agenda and packet for the meeting has been distributed, on which the Commission is asked to take vote at the meeting. This includes any letter to Council, proposed Council***

report, or other correspondence on behalf of the Commission for which a full vote of the Commission is required.

**\*\*Supplemental Communications** are defined as written emails or letters from members of the public or from one or more Commissioners, the intended audience of which is the full Commission. Supplemental Communications cannot be acted upon by the Commission, and they may or may not pertain to agenda items.

Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Health, Housing & Community Services Department located at 2180 Milvia Street, 2nd Floor.

**Public Comment Policy:**

Members of the public may speak on any items on the Agenda and items not on the Agenda during the initial Public Comment period. Members of the public may not speak more than once on any given item. The Chair may limit public comments to 3 minutes or less.

Any writings or documents provided to a majority of the Commission regarding any item on this agenda will be made available for public inspection at Health, Housing & Community Services Department located at 2180 Milvia Street, 2nd Floor.

**COMMUNITY ACCESS INFORMATION**

This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at 981-6342 (V) or 981-6345 (TDD) at least 3 business days before the meeting date. Please refrain from wearing scented products to this meeting.

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. The Health, Housing & Community Services Department does not take a position as to the content. Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the secretary of the relevant board, commission or committee. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the secretary to the relevant board, commission or committee for further information. The Health, Housing & Community Services Department does not take a position as to the content.

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**Berkeley Homeless Commission**

**MEETING MINUTES**

November 15, 2021

1. Roll Call: 7:00 PM

**Present:** Kealoha-Blake (absent until 7:07), Marasovic, Andrew, Gomez.

**Absent:** Behm-Steinberg.

**Staff:** Jacobs, McCormick.

**Council:** None.

**Public:** 5.

2. Public Comment: 0

3. Approval of minutes from September 8, 2021 and October 13, 2021.

**Action:** M/S/C Andrew/Marasovic move to approve the minutes as written.

**Vote:** Ayes: Marasovic, Andrew, Gomez.

*Noes: None. Abstain: None. Absent: Behm-Steinberg, Kealoha-Blake*

**Action:** M/S/C Marasovic/Gomez move to approve the minutes as written.

**Vote:** Ayes: Marasovic, Andrew, Gomez.

*Noes: None. Abstain: None. Absent: Behm-Steinberg, Kealoha-Blake*

**Updates/Action Items:**

4. Agenda Approval

**Action:** M/S/C Marasovic/Gomez move to approve the agenda as written.

**Vote:** Ayes: Marasovic, Andrew, Gomez, Kealoha-Blake.

*Noes: None. Abstain: None. Absent: Behm-Steinberg.*

5. HOME ARP Application Review.

**Action:** M/S/C Marasovic/Gomez move to strongly support the staff recommendation for the HOME ARP Application for Home Key.

**Vote:** Ayes: Marasovic, Andrew, Gomez, Kealoha-Blake.

*Noes: None. Abstain: None. Absent: Behm-Steinberg.*



6. Chair and Vice-Chair Update.

Discussion; no action taken.

7. Staff update explaining stats on crisis queue and housing queue.

Discussion; no action taken.

8. Crisis stabilization program proposed recommendation.

**Action:** M/S/C Marasovic/Gomez move to approve the recommendation for crisis stabilization program as identified in the report with modification on language related to Terry Taplin.

**Vote:** Ayes: Marasovic, Gomez, Kealoha-Blake.

*Noes:* None. *Abstain:* Andrew. *Absent:* Behm-Steinberg.

9. Staff update on incorporating stakeholders into planning for Point-in-Time Count, per April, 14, 2020 Council Consent Calendar acting on Homeless Commission recommendation, and coordination with the County.

Discussion; no action taken.

10. Discussion and possible action item on South Berkeley Homeless Outreach Coordinator on November 16, 2021 Council Agenda.

**Action:** M/S/C Marasovic/Gomez move to support the submission of a letter to Council, as written, opposing the establishment of a Homeless Outreach Coordinator limited to South Berkeley and recommends that those \$200,000. in proposed monies be directed towards housing homeless persons.

**Vote:** Ayes: Marasovic, Andrew, Gomez, Kealoha-Blake.

*Noes:* None. *Abstain:* None. *Absent:* Behm-Steinberg.

11. Discussion and possible action on extending date and scope of storm shelter to other emergencies.

**Action:** M/S/C Marasovic/Kealoha-Blake move to extend the meeting by 10 minutes.

**Vote:** Ayes: Marasovic, Gomez, Kealoha-Blake.

*Noes:* Andrew. *Abstain:* None. *Absent:* Behm-Steinberg.

**Action:** M/S/C Marasovic/Kealoha-Blake move that City Council refer to the City Manager to expand the emergency storm shelter program to emergencies not otherwise covered including outside the dates of the current contract with Dorothy Day House.

**Vote:** Ayes: Marasovic, Andrew, Gomez, Kealoha-Blake.

*Noes:* None. *Abstain:* None. *Absent:* Behm-Steinberg.

12. Discussion Update from City Manager's office or designee on RV lot and Eighth and Harrison residents.

Discussion; no action taken.

Meeting adjourned at 9:10 PM

Minutes Approved on: \_\_\_\_\_

Josh Jacobs, Commission Secretary: \_\_\_\_\_



Homeless Commission

To: Mayor and Members of the City Council

From: Homeless Commission

Submitted by: Paul Kealoha-Blake, Chair

Carole Marasovic, Vice-Chair

Subject: Expansion of Storm Shelter Program to Emergencies not Otherwise Covered

**RECOMMENDATION:** To refer to the City Manager to expand the Berkeley Emergency Storm Shelter (BESS) to emergencies not otherwise covered including outside the dates of the current contract with Dorothy Day House.

**FISCAL IMPACTS of RECOMMENDATION:** The fiscal impacts of the recommendation are best identified by the City Manager's office. Since the scope of the recommendation is to extend the Berkeley Emergency Storm Shelter to emergencies, the nature of emergencies is that they are unpredictable. Thus, it is unknown to what degree this recommendation needs additional monies to be implemented and whether it requires a referral to the Council Budget Committee or not.

**CURRENT SITUATION and ITS EFFECTS:** Dorothy Day House has operated the Berkeley Emergency Storm Shelter for almost 20 years, providing overnight shelter on a first come-first served basis for up to 45 people per night. Initially, the contract for BESS was for 45 days per year but in the last two years has been expanded. The BESS shelter opens if rain or temperatures at or below 40 degrees are expected overnight. The City's contract requires that Dorothy Day House take on this role beginning November 16<sup>th</sup> of this year.

On October 25, 2021-October 26, 2021, the City of Berkeley had a severe storm. Since this storm transpired prior to the November 10th BESS opening date. unhoused persons throughout Berkeley were left subject to the elements, endangering their health and safety, because they could not access the BESS shelter.

In addition to potential storm conditions, such as the one on October 25th-October 26th, there are no provisions for the emergency storm shelter to be open in other unrelated emergencies such as an earthquake, a fire, pipes bursting in another shelter or any other unanticipated emergency. The shelter should be expanded for these purposes.

**BACKGROUND:** On November 10, 2021, the Homeless Commission passed a motion as follows:

That City Council refer to the City Manager to expand the emergency storm shelter program to emergencies not otherwise covered including outside the dates of the current contract with Dorothy Day House.

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M/S/C Marasovic/Kealoha-Blake move that City Council refer to the City Manager to expand the emergency storm shelter program to emergencies not otherwise covered including outside the dates of the current contract with Dorothy Day House.

**Vote:** Ayes: Marasovic, Andrew, Gomez, Kealoha-Blake.

*Noes:* None. *Abstain:* None. *Absent:* Behm-Steinberg.

ENVIRONMENTAL SUSTAINABILITY and CLIMATE IMPACT: It is the environment that controls the issues in this recommendation. This recommendation is consistent with emergency preparedness needs for the unhoused community.

RATIONALE for RECOMMENDATION: The need for emergency shelter is not necessarily governed by definitive dates. As the October 25, 2021/ October 26, 2021 storm showed, nature operates on its own timing. In addition, an emergency storm shelter should be available for the unhoused in other emergencies such as earthquakes, fires or conditions that render where they might be staying uninhabitable.

ALTERNATIVE ACTIONS CONSIDERED: The contract could remain the same in which case the City will not be prepared to provide emergency shelter in any situations outside the scope of the current contract.

CITY MANAGER:

CONTACT PERSON: Josh Jacobs, Homeless Services Coordinator (510) 981-5435



Homeless Commission

To: Mayor and Members of the Berkeley City Council  
From: Homeless Commission  
Submitted by: Paul Kealoha-Blake, Chair, Homeless Commission  
Carole Marasovic, Vice-Chair, Homeless Commission  
Subject: Development of Crisis Stabilization Program in Berkeley

**RECOMMENDATION:** That City Council refer to the City Manager to develop a crisis stabilization program based on the Bend, Oregon crisis stabilization model, tailored to Berkeley.

**FISCAL IMPACTS:** The exact fiscal impact will have to be determined by the City Manager's office. However, the costs will be substantially offset by the costs that will be saved by reducing the number of 5150 transports for which the City of Berkeley currently allocates 2.4 million annually from Measure P monies. Grants are also available that will fund the crisis stabilization program.

**CURRENT SITUATION and ITS EFFECTS:** Currently, Berkeley has no options to transport persons in mental health crisis except to the County John George mental health facility or the Santa Rita Jail. As such, the City absorbs the cost of transporting persons which are not covered by insurance and persons, in mental health crisis, are at best, generally, brought to an inpatient facility that stigmatizes them and warehouses them briefly, only to discharge them back to the same situation from where they came, and at worst, acts punitively in placing them into a correctional setting without needed mental health treatment and linkage to resources in their own community.

The United States Department of Justice recently released a scathing investigative report on the lack of community mental health models in Alameda County.

[.Justice Department Finds that Alameda County, California, Violates the Americans with Disabilities Act and the U.S. Constitution](#)

Disability Rights California has filed litigation based on the same premise. <https://www.disabilityrightsca.org/press-release/disability-rights-california-files-lawsuit-against-alameda-county-for-its-failed>

Berkeley is one of two mental health divisions in the state that has its own mental health division, independent from the County, with its own mental health streams of funding. Thus, Berkeley is responsible, in large part, for establishing its own community mental health programs. Yet, Berkeley has provided no alternative for persons in mental health crisis to seek stabilization, on a voluntary basis, nor an alternative for law enforcement to transport persons in mental health crisis, when the Berkeley Police Department is actively engaging with a person in mental health crisis, other than the same County facilities, being John George and the Santa Rita Jail, that the

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Department of Justice has found to be deficient in providing needed mental health services, and as overly restrictive and punitive.

It has been estimated that 40%-50% of Berkeley's 5150 transports are homeless. Thus, the unhoused are greatly impacted by the inappropriate and punitive transports to John George and Santa Rita because of the lack of community mental health models. The unhoused are also greatly impacted by the lack of models so that they are frequently returned to the streets, in the same situation, instead of facilitating linkage to resources in the Berkeley community. The substantial number of unhoused persons that receive 5150 transport has resulted in 2.4 million of Measure P monies, allocated for homeless services, directed towards this transport.

BACKGROUND: On November 15, 2021, the Homeless Commission passed a motion as follows:

That City Council refer to the City Manager to develop a crisis stabilization program based on the Bend, Oregon crisis stabilization model tailored to Berkeley, consistent and that this report be incorporated into the Homeless Commission's recommendation.

**Vote:** Ayes: Marasovic, Gomez, Kealoha-Blake.

Noes: None. *Abstain:* Andrew. *Absent:* Behm-Steinberg.

ENVIRONMENTAL SUSTAINABILITY and CLIMATE IMPACT: Following the implementation of a crisis stabilization program, a substantial number of persons in mental health crisis will be diverted away from transport to farther away unnecessary institutionalization and incarceration into a community-based model in their own Berkeley community.

RATIONALE for RECOMMENDATION: As an independent mental health division, Berkeley has a responsibility to step up and establish appropriate treatment community mental health models that are community-based. At this juncture, persons in mental health crisis have no local place to stabilize and voluntarily seek assistance, to take respite and to intensively linked up with other services on a 24/7 model. The Berkeley Police Department has no location to bring persons in mental health crisis other than the inappropriate ones provided by the County.

Bend, Oregon has successfully implemented a 23 hour crisis stabilization program that is an excellent model for Berkeley to tailor to Berkeley needs.

There are multiple reasons that the Bend model would work in Berkeley. First, Bend's population, at 93,917, is similar to Berkeley's in numbers. The Bend program is a 24/7 program with recliners where people rest while they are provided intensive mental health support and linkage to community resources as needed. Unlike some crisis stabilization programs elsewhere, Bend's crisis stabilization program is focused on mental health needs. It is not a program directed exclusively towards sobriety or a homeless shelter as are some programs elsewhere. Albeit that they have behavioral health clinicians on staff, Bend's focus is not a medical model. With Bend's

current increasing homelessness. they estimate that 30% of persons in mental health crisis utilizing their crisis stabilization program are of homeless status.

Bend's program takes walk-ins unlike some programs. Any person seeking mental health crisis stabilization can walk in voluntarily on a 24/7 basis. There are no financial eligibility requirements. Thus, whether or not a person is medically insured, they will be easily welcomed and accepted into Bend's mental health crisis stabilization program. Persons can come in from any source as long as they voluntarily choose to do so.

When law enforcement engages with a person in mental health crisis in Bend, they present them with three options: the inpatient mental health facility, the jail or the crisis stabilization program. The choice is that of the person in crisis. They will not otherwise be involuntarily directed into the program but provided the three options where they can be transported. Persons in mental health crisis frequently choose the crisis stabilization program. Doing so not only allows them to receive respite and linkage to resources within their own community, it frees them from the stigma of being involuntarily committed or incarcerated.

A survey of participants in the Bend crisis stabilization program revealed that 3% of persons in mental health crisis who had come to the program (37 persons) had stated that had they not come to the program, they would have taken their lives. There is no greater cost-effectiveness than the cost of saving human lives.

Bend also found that when there was a transport from law enforcement, law enforcement spent only an average of four minutes transitioning persons into the crisis stabilization program as opposed to far longer time required of law enforcement when a person in mental health crisis was directed towards institutionalization or incarceration.

Berkeley's direction will have one distinction in that the Bend program is operated by their County which has an elaborate crisis system. Berkeley's program would be based in Berkeley and contracted out to a nonprofit provider competent to provide 24/7 crisis stabilization program services.

The issues that will have to be addressed by the City Manager's office will be funding issues, staffing (both numbers and qualifications) and location.

ALTERNATIVE ACTIONS CONSIDERED: The only alternative is to do nothing and to be complicit with the County in providing a lack of appropriate community-based mental health services for persons in mental health crisis.

CITY MANAGER:

CONTACT: Josh Jacobs, Homeless Services Coordinator, (510) 981-5435  
*Attachment: PowerPoint presentation from Bend, Oregon*



Homeless Commission

Dear Mayor and Council:

The Homeless Commission has reviewed the budget referral for the South Berkeley Homeless Outreach Coordinator who would address the homeless along South Shattuck Avenue from Dwight Way south down Adeline to 62nd Street.

While the Homeless Commission appreciates Councilmember Bartlett's concern for persons experiencing homelessness who reside from Dwight Way to Adeline and 62nd Street and acknowledges his concerns for sanitation, we don't believe that the proposed \$200,000. for a South Berkeley homeless outreach coordinator will properly serve the purposes stated in the report and would otherwise be best allocated to house homeless persons.

First, in a small City such as Berkeley where it is easy to move from one location to another, establishing a Homeless Outreach Coordinator to only serve specified boundaries, with the services identified as working with persons on sanitation and housing, if a person camping within those boundaries wanted to avoid those services, all they would have to do is move outside those boundaries, as little as across the street, to escape working with the services offered.

Second, the issues that Councilmember Bartlett describes that command the need for a South Berkeley Homeless Coordinator, at a budget allocation of \$200,000, are issues that are not limited to South Berkeley but are City-wide. Thus, a Homeless Services Coordinator for one segment of the City would not address a City-wide problem.

The Homeless Commission recognizes the multitude of issues that accompany homelessness. Those issues are best addressed by locating housing for persons. The City already engages in housing placement and has increased sanitation services around homeless persons. Recently, the City began engaging in enforcement of the sidewalk ordinance.

The missing component is sufficient needed housing. The Homeless Commission would rather see the proposed \$200,000. allocation for the South Berkeley Homeless Outreach Coordinator allocated towards additional housing such as Councilmember Bartlett's supportive housing project in progress at 1367 University Avenue.

in the interim, as displacement continues to move forward under the sidewalk ordinance and as housing possibilities open up, the City of Berkeley should continue to vigorously pursue housing for people and place them accordingly. Berkeley should also provide improved mental health services to the homeless including supporting them to transition into shelter and housing. The mental health needs among the homeless are glaringly unmet and their needs should not continue to remain unmet during the course of the prolonged public safety reimagining process.

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On November 15, 2021, this letter was approved by the Homeless Commission through the following motion:

M/S/C Marasovic/Gomez move to support the submission of a letter to Council, as written, opposing the establishment of a Homeless Outreach Coordinator limited to South Berkeley and recommends that those \$200,000. in proposed monies be directed towards housing homeless persons.

**Vote:** Ayes: Marasovic, Andrew, Gomez, Kealoha-Blake.  
Noes: None. Abstain: None. Absent: Behm-Steinberg.

Respectfully submitted,

Paul Kealoha Blake, Chair, Homeless Commission  
Carole Marasovic, Vice-Chair, Homeless Commission

Date: November 15, 2021

# Proposed Homekey Project at Cedar & San Pablo

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COMMUNITY MEETING | DEC. 13, 2021 | 5:30-6:30 P.M.

COUNCILMEMBER RASHI KESARWANI, DISTRICT 1

[RKESARWANI@CITYOFBERKELEY.INFO](mailto:RKESARWANI@CITYOFBERKELEY.INFO) | 510-981-7110

# Agenda

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- 5:30-5:40 p.m. Councilmember Rashi Kesarwani's brief presentation
- 5:40-5:45 p.m. Introductory comments from Deputy City Manager Paul Buddenhagen and Housing and Community Services Manager Margot Ernst
- 5:45-6:30 p.m. Q&A

# What is Project Homekey?

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“...a statewide effort to sustain and rapidly expand housing for persons experiencing homelessness or at risk of homelessness, and who are, thereby, inherently impacted by COVID-19 and other communicable diseases.”

“Homekey is an opportunity for state, regional, and local public entities to develop a broad range of housing types, including but not limited to hotels, motels, hostels, single-family homes and multi-family apartments, adult residential facilities, and manufactured housing, and to convert commercial properties and other existing buildings to Permanent or Interim Housing for the Target Population.”

—CA Housing and Community Development Department

# Why Now?

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- On June 29, 2021, City Council approved the issuance of the City's Homekey Request for Proposals (RFP) and authorized the use of HOME-ARP funds and general funds from Measure P to support a Homekey Project
- On Sept. 9, 2021, state Housing & Community Development Dept. (HCD) released a Notice of Funding Availability (NOFA) for \$1.45B of Homekey funds
- The City issued an RFP on Oct. 5, 2021 to solicit proposals for projects eligible for HCD's Homekey program funds
- Applications submitted to the state before Jan. 31, 2022 are eligible for a higher subsidy

# Public Input to Date

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- This specific Homekey project proposal was not reviewed by either the Homeless Services Panel of Experts (HSPE) or the Housing Advisory Commission (HAC) because of the constrained timeline. However, both commissions took action to support a future Homekey project more generally.
- Bay Area Community Services (BACS) (Operator) and MPI Homes (Developer) held a joint community meeting for residents and businesses within 500 feet of the subject property last Thurs., Dec. 8.
- This Neighborhood Meeting with Councilmember Rashi Kesarwani and City staff was requested by an immediate neighbor of the subject property and was forwarded and shared with other neighbors. We are happy to hold additional community meetings if this project is awarded state Homekey funds.

# Proposal Details

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- **45 Total Units:** 44 studio apartments, with 1 unit reserved for an on-site manager. Units include an efficiency kitchen (sink, small refrigerator, and space to support what will be a small induction cooktop).
- **On-Site Services and Supports:** On-site residential counselors and care coordinators providing mental health services, linkages to benefits support, employment, and other resources as needed. A shared community kitchen will be available for all residents.
- **Safety and Security:** Site-based staff trained in mental health first aid, de-escalation, crisis intervention and medication, and other supports working on site throughout the week to support and oversee safety on the property. The project has also budgeted for security, and the scope of security services will be determined after occupancy.
- **Tenant Screening:** Tenants will be screened first by the Alameda County Healthcare Services Agency for eligibility (including housing and homelessness history, etc.) and then also by BACS at application and acceptance phase where a comprehensive screening and needs assessment is completed.
- **Insurance:** The property will have full replacement and liability insurance coverage.



Office of the City Manager

CONSENT CALENDAR  
November 30, 2021

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Lisa Warhuus, Director, Health, Housing & Community Services  
 Subject: Contract Award: Community Crisis Response Services

RECOMMENDATION

Adopt three Resolutions authorizing the City Manager or her designee to execute contracts and any amendments or extensions with Alameda County Network of Mental Health Clients (Berkeley Drop-in Center), Options Recovery, and Women's Daytime Drop-in Center for Community Crisis Response Services, in an amount not to exceed \$1,200,000.

FISCAL IMPACTS OF RECOMMENDATION

Funds for these contracts in the amount of \$1,200,000 are available in ERMA GL Code 354-51-501-501-0000-000-451-612240-, drawn entirely from the federal American Rescue Plan Act (ARPA) and State and Local Fiscal Recovery Funds (SLFRF).

CURRENT SITUATION AND ITS EFFECTS

Upon releasing a Request for Proposals for non-police crisis bridge services, the City of Berkeley received proposals from three local organizations, Alameda County Network of Mental Health Clients (Berkeley Drop-in Center), Options Recovery, and Women's Daytime Drop-in Center, each with intent to expand their current service offerings. The review committee, consisting of representatives from the Health, Housing and Community Services Department, the Fire Department, the Mental Health Commission, and the Berkeley Community Safety Coalition, recommended funding all three contracts.

These contracts will provide financial support to: 1) Alameda County Network of Mental Health Clients (Berkeley Drop-in Center) to expand their peer support programming for crisis prevention, crisis intervention and post-crisis support 2) Options Recovery for hiring Substance Use Disorder (SUD) Navigators for culturally competent stage-matched interventions, and 3) Women's Daytime Drop-in Center for enhanced mental health care services to the community including assessment, linkages, workshops, and goal-setting.

For all three contracts, funds will be allocated to ensure adequate data collection and evaluation in accordance with the City's preferred evaluation procedures and reporting



required by ARPA. Staff recommend allocating \$50,000 to hire a consultant to evaluate the service model and inform SCU roll out and future initiatives.

<b>Agency/Use</b>	<b>Recommended Funding Allocation</b>
Alameda County Network of Mental Health Clients (Berkeley Drop-in Center)	\$390,000
Options Recovery	\$640,000
Women's Daytime Drop-in Center	\$120,000
Program evaluator – Future RFP	\$50,000
<b>Total funds</b>	<b>\$1,200,000</b>

### BACKGROUND

As part of the Re-Imagining Public Safety process, the City has been engaged in planning for a Specialized Care Unit (SCU) that will ultimately become a 24/7 mobile unit designed to respond to and support people who are experiencing a mental health or substance abuse crisis without direct involvement with the police. The SCU is currently in its design phase, with the intention to roll out by Summer 2022.

While this process and foundational work is taking place, there are immediate needs to strengthen non-police relationships and supports on the ground for individuals on the verge of crisis. Therefore, on June 29, 2021, Berkeley City Council allocated up to \$1,200,000 in the FY 2022 budget from the American Rescue Plan in support of services (Community Crisis Response [CCR]), which will provide such supports until the SCU can be implemented. The intention is to put these services in place as soon as possible, while following all federal and City procurement requirements.

Preliminary findings from the SCU planning process suggest that non-violent and non-threatening situations would be much better served through a multidisciplinary, relationship-based response within the caring (rather than enforcement) professions, and should include services such as:

- Crisis counseling/emotional support
- Peer support (i.e. from someone with lived experience)
- First aid and non-emergency medical care
- Substance abuse
- Resource connection and warm handoffs
- Transportation to what is needed
- Crisis respite

The City solicited proposals from community-based organizations and community groups with expertise and the ability to quickly provide the supportive services listed

above that can deepen existing coordinated outreach and respond to individuals on the verge of crisis while the SCU model is being designed and implemented.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts or sustainability opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The three agencies referenced in this report were selected through a competitive RFP process, and the evaluation panel for the RFP included both City Staff and community stakeholders. Each agency proposed services that will enhance the City's current capacity for responding to people in crisis. Given their significant experience in providing supportive services and implementing complex projects, these agencies are uniquely qualified to perform the services required.

ALTERNATIVE ACTIONS CONSIDERED

These deliverables could be solicited through a new Request for Proposals process.

CONTACT PERSON

Lisa Warhuus, Director of Health Housing and Community Services, (510) 981-5404  
Steven Grolnic-McClurg, Manager of Mental Health Services, HHCS, (510) 981-5249

Attachments:

1: Resolutions

RESOLUTION NO. ##,###-N.S.

CONTRACT: ALAMEDA COUNTY NETWORK OF MENTAL HEALTH CLIENTS  
(BERKELEY DROP-IN CENTER) FOR COMMUNITY CRISIS RESPONSE BRIDGE  
SERVICES

WHEREAS, on July 14, 2020, the City Council of the City Berkeley passed a package of items providing direction for the development of a new paradigm of public safety in Berkeley that included direction to the City Manager to analyze and develop a pilot program to re-assign non-criminal police service calls to a Specialized Care Unit (SCU); and

WHEREAS, City of Berkeley community members would prefer a 24/7 mental health crisis response system that does not so heavily involve law enforcement; and

WHEREAS, on December 1, 2020 by Resolution No. 69,621-N.S. City Council approved Contract No. 32100082 with Resource Development Associates (RDA) for SCU design; and RDA conducted a comprehensive feasibility study, program design and implementation plan for an SCU to respond to public safety calls that do not require presence of law enforcement; and

WHEREAS, the SCU is currently in its design phase, with the intention to roll out by Summer 2022; and

WHEREAS, the Community Crisis Response services included in this contract will provide necessary supports and enhancement to the mental health system until the SCU can be implemented; and

WHEREAS, services included in this contract aligns with the Strategic Plan goal to champion and demonstrate social and racial equity; and

WHEREAS, Alameda County Network of Mental Health Clients (Berkeley Drop-in Center), was selected through a competitive Request for Proposals process; and

WHEREAS, the City received federal American Rescue Plan Act (ARPA) and State and Local Fiscal Recovery Funds (SLFRF) which can be used to improve the behavioral health system's capacity to serve underserved populations.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is hereby authorized to execute a contract and any amendments with Alameda County Network of Mental Health Clients (Berkeley Drop-in Center) for Community Crisis Response Bridge services in an amount not to exceed \$390,000. A signed copy of said agreement will be kept on file in the Office of the City Clerk.

RESOLUTION NO. ##,###-N.S.

CONTRACT: OPTIONS RECOVERY FOR COMMUNITY CRISIS RESPONSE BRIDGE SERVICES

WHEREAS, on July 14, 2020, the City Council of the City Berkeley passed a package of items providing direction for the development of a new paradigm of public safety in Berkeley that included direction to the City Manager to analyze and develop a pilot program to re-assign non-criminal police service calls to a Specialized Care Unit (SCU); and

WHEREAS, City of Berkeley community members would prefer a 24/7 mental health crisis response system that does not so heavily involve law enforcement; and

WHEREAS, on December 1, 2020 by Resolution No. 69,621-N.S. City Council approved Contract No. 32100082 with Resource Development Associates (RDA) for SCU design; and RDA conducted a comprehensive feasibility study, program design and implementation plan for an SCU to respond to public safety calls that do not require presence of law enforcement; and

WHEREAS, the SCU is currently in its design phase, with the intention to roll out by Summer 2022; and

WHEREAS, the Community Crisis Response services included in this contract will provide necessary supports and enhancement to the mental health system until the SCU can be implemented; and

WHEREAS, services included in this contract aligns with the Strategic Plan goal to champion and demonstrate social and racial equity; and

WHEREAS, Options Recovery was selected through a competitive Request for Proposals process; and

WHEREAS, the City received federal American Rescue Plan Act (ARPA) and State and Local Fiscal Recovery Funds (SLFRF) which can be used to improve the behavioral health system's capacity to serve underserved populations.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is hereby authorized to execute a contract and any amendments with Options Recovery for Community Crisis Response Bridge services in an amount not to exceed \$640,000. A signed copy of said agreement will be kept on file in the Office of the City Clerk.

RESOLUTION NO. ##,###-N.S.

CONTRACT: WOMEN'S DAYTIME DROP-IN CENTER FOR COMMUNITY CRISIS  
RESPONSE BRIDGE SERVICES

WHEREAS, on July 14, 2020, the City Council of the City Berkeley passed a package of items providing direction for the development of a new paradigm of public safety in Berkeley that included direction to the City Manager to analyze and develop a pilot program to re-assign non-criminal police service calls to a Specialized Care Unit (SCU); and

WHEREAS, City of Berkeley community members would prefer a 24/7 mental health crisis response system that does not so heavily involve law enforcement; and

WHEREAS, on December 1, 2020 by Resolution No. 69,621-N.S. City Council approved Contract No. 32100082 with Resource Development Associates (RDA) for SCU design; and RDA conducted a comprehensive feasibility study, program design and implementation plan for an SCU to respond to public safety calls that do not require presence of law enforcement; and

WHEREAS, the SCU is currently in its design phase, with the intention to roll out by Summer 2022; and

WHEREAS, the Community Crisis Response services included in this contract will provide necessary supports and enhancement to the mental health system until the SCU can be implemented; and

WHEREAS, services included in this contract aligns with the Strategic Plan goal to champion and demonstrate social and racial equity; and

WHEREAS, Women's Daytime Drop-in Center was selected through a competitive Request for Proposals process; and

WHEREAS, the City received federal American Rescue Plan Act (ARPA) and State and Local Fiscal Recovery Funds (SLFRF) which can be used to improve the behavioral health system's capacity to serve underserved populations.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is hereby authorized to execute a contract and any amendments with Women's Daytime Drop-in Center for Community Crisis Response Bridge services in an amount not to exceed \$120,000. A signed copy of said agreement will be kept on file in the Office of the City Clerk.



**Finance Department**  
General Services Division

**FOR PROPOSALS (RFP)**  
**Specification No. 22-11472-C**  
**FOR**  
**COMMUNITY CRISIS RESPONSE**  
**PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY**

Dear Proposer:

The City of Berkeley is soliciting written proposals from qualified firms or individuals for Community Crisis Response Services. As a Request for Proposal (RFP) this is not an invitation to bid and although price is very important, other factors will be taken into consideration.

The project scope, content of proposal, and vendor selection process are summarized in the RFP (attached).

**Proposals must be received no later than 2:00 pm, on Tuesday October 19, 2021**. Proposals are to be sent via email with the “**Community Crisis Response**” and **Specification No. 22-11472-C** clearly indicated in the subject line of the email. Please submit one (1) PDF of the technical proposal. Corresponding pricing proposal shall be submitted as a separate document.

**Email Proposals to:**

City of Berkeley  
Finance Department/General Services Division  
[purchasing@cityofberkeley.info](mailto:purchasing@cityofberkeley.info)

Proposals will not be accepted after the date and time stated above. Incomplete proposal or proposals that do not conform to the requirements specified herein will not be considered. Issuance of the RFP does not obligate the City to award a contract, nor is the City liable for any costs incurred by the proposer in the preparation and submittal of proposals for the subject work. The City retains the right to award all or parts of this contract to several bidders, to not select any bidders, and/or to re-solicit proposals. The act of submitting a proposal is a declaration that the proposer has read the RFP and understands all the requirements and conditions.

**For questions** concerning the anticipated work, or scope of the project, please **contact Lisa Warhuus Director, Health, Housing and Community Services**, via email at [Lwarhuus@ci.berkeley.ca.us](mailto:Lwarhuus@ci.berkeley.ca.us) no later than **October 12, 2021**. Answers to questions will **not** be provided by telephone or email. Answers to all questions or any addenda will be **posted** on the City of Berkeley’s site at <http://www.cityofberkeley.info/ContentDisplay.aspx?id=7128>. It is the vendor’s responsibility to check this site. For general questions concerning the submittal process, contact purchasing at 510-981-7320.

We look forward to receiving and reviewing your proposal.

Sincerely,

Darryl Sweet  
General Services Manager

## **I. BACKGROUND**

As part of the Re-Imagining Public Safety process,<sup>1</sup> the City of Berkeley (the “City”) has been engaged in planning for a Specialized Care Unit (SCU) that will ultimately become a 24/7 mobile unit designed to respond to and support people who are experiencing a mental health or substance abuse crisis without direct involvement with the police. The SCU will be different than the City’s current mobile crisis response that is a police/mental health partnership. The SCU is currently in the design phase, with the intention to initiate roll out by Summer 2022.

While people who have experienced and/or witnessed a mental health or substance abuse crisis have varying experiences when police have been involved (ranging from very negative to very positive), there is deep frustration in the community that the police, far too often, are the primary responders; even in situations that are non-violent or non-threatening. Preliminary findings from the SCU planning process suggest that these types of situations would be much better served through a multidisciplinary, relationship-based response within the caring (rather than enforcement) professions, and should include services such as:

- Crisis counseling/emotional support
- Peer support (i.e. from someone with lived experience)
- First aid and non-emergency medical care
- Substance abuse
- Resource connection and warm handoffs
- Transportation to what is needed
- Crisis respite

A steering committee consisting of representatives from the Health, Housing and Community Services Department, Fire, the Mental Health Commission, and the Berkeley Community Safety Coalition is leading this process. Based on community input early on, and with the support of Resource Development Associates (RDA, a consultant), the steering committee has supported a deep community engagement and input process that utilized interviews, focus groups, forums, and written feedback, and prioritized diverse groups and individuals that have lived experience with crisis response (as clients and/or as responders), in order to inform the best SCU model for Berkeley. This process is complete and RDA is finalizing release of three (3) reports by the beginning of October:

- Alternate Crisis Response Models & Best Practices Research (in which 40 non-police crisis response models across the country have been studied and compared)
- Current State & Community Outreach Findings
- SCU Model Recommendations for Berkeley

These findings will be the foundation for finalizing the design, creating the infrastructure, and implementing the SCU.

While this process and foundational work is taking place, there are immediate needs to strengthen non-police relationships and supports on the ground for individuals on the verge of crisis. Therefore, on 6/29/2021, Berkeley City Council allocated up to 1.2 million dollars in the FY 2022 budget from the American Rescue Plan in support of services (Community Crisis Response (CCR)) that will provide such supports until the SCU can be implemented. The intention is to put these services in place as soon as possible, while following all federal and City procurement requirements.

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<sup>1</sup> <https://www.cityofberkeley.info/RIPST.aspx>

**The purpose of this RFP is to solicit proposals from community-based organizations and community groups that currently have the expertise and ability to quickly provide supportive services teams that can deepen existing coordinated outreach and respond to individuals on the verge of crisis while the SCU model is being designed and implemented. It is likely that multiple contracts will be awarded.**

**Through this RFP the City intends to award federal American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF). The selected applicant(s) will be required to comply with all applicable requirements for such funds and will be required to report to the City regularly on the use of funds and services beneficiaries.**

## **II. SCOPE OF SERVICES**

The City welcomes applications that address the need for outreach and crisis services consistent with the following criteria:

1. Applicants can provide one (1) or multiple services from the following list:
  - Crisis counseling/emotional support
  - Peer support (i.e. from someone with lived experience)
  - First aid and non-emergency medical care
  - Substance abuse
  - Resource connection and warm handoffs
  - Transportation to what is needed
  - Crisis respite
2. Applicants may propose other activities that are consistent with the purpose of the CCU.
3. Contracted providers must have experience as a service provider in Berkeley to build upon existing relationships with vulnerable populations in our community.
4. Contracted providers must be able to demonstrate experience conducting services for which they are proposing to provide.
5. Services should be able to be mobilized quickly once the contract is awarded, currently planned for no later than January 2022 and for up to one (1) year to allow for the final development and initial implementation of the SCU.
6. Services must be provided in Berkeley and the preference is for proposals that provide services beyond traditional M-F 9-5 hours.
7. Team members will be made up of people with a combination of lived experience, mental health and/or substance use training, and non-emergency medical training who have the skills and capacity to develop meaningful relationships with vulnerable community members.
8. Contracted providers will be required to work in partnership with the City and other funded agencies to ensure consistent and comprehensive availability of services and to avoid duplication and confusion.



9. The City intends to award federal American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF) for these services. The selected vendor(s) must comply with all applicable federal requirements associated with the funds, including the Interim Final Rule, the forthcoming Final Rule and the Uniform Guidance 2 CFR 200. This will include at a minimum quarterly reports to the City on services provided, expenditures and service beneficiaries.

### III. SUBMISSION REQUIREMENTS

All proposals shall include the following information, organized as separate sections of the proposal. The proposal should be concise and to the point.

#### 1. Contractor Identification:

Provide the name of the firm, the firm's principal place of business, the name, email and telephone number of the contact person and company tax identification number.

#### 2. Client References:

Provide a minimum of two (2) client references. References should be California cities or other large public sector entities. Provide the designated person's name, title, organization, address, telephone number, and the project(s) that were completed under that client's direction.

#### 3. Contractor Qualifications.

Please describe the organization's or group's qualifications and experience relevant to providing the proposed services, including

- Experience providing services to vulnerable populations in Berkeley.
- Experience conducting outreach and field services.
- Any prior experience managing federal funds.

Since the City is seeking to build on existing outreach and crisis response services, please specify which services this proposal will expand on.

#### 4. Service Proposal.

Please describe in detail the scope of services proposed to be provided, including the type of services, the hours of availability, and the team proposed to provide such services. Please describe the proposed timeline for program implementation from date of receiving approval for funding. Make sure to review the scope carefully for consistency with the criteria outlined above.

Please include a budget narrative explanation for operating costs in the Program Expense, Rent, Transportation, Equipment and Indirect Cost categories.

5. Price Proposal:

The proposal shall include pricing for all services. Pricing shall be all inclusive unless indicated otherwise. The price proposal will be submitted on the Excel spreadsheet template included as **Attachment J**, which includes required tabs for both the proposed budget and the organizational budget. Note on maintenance cost: If equipment is being purchased in this RFP, and future maintenance of the equipment can only be provided by the equipment supplier, the maintenance cost for three (3) years beyond the initial warranty period must be requested in the RFP pricing section. The maintenance cost must be included and evaluated as part of the pricing evaluation.

6. Contract Terminations:

**If your organization has had a contract terminated in the last five (5) years, describe such incident.** Termination for default is defined as notice to stop performance due to the vendor's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the vendor, or (b) litigated and such litigation determined that the vendor was in default.

Submit full details of the terms for default including the other party's name, address, and phone number. Present the vendor's position on the matter. The City will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience.

If the firm has not experienced any such termination for default or early termination in the past five (5) years, so indicate.

**IV. SELECTION CRITERIA**

The following criteria will be considered, although not exclusively, in determining which firm is hired.

- 1. References (10 points)**
- 2. Consistency of Costs and Proposed Services (25 points)**
- 3. Provider Qualifications (25 points)**  
*(Experience and existing services alignment with current needs)*
- 4. Proposed Services (30 points)**  
*(Consistency with needs identified, potential to achieve goals for CCR, availability to provide services outside of traditional M-F 9-5 hours)*
- 5. Timeliness (10 points)**  
*(Realistic plan to begin to provide services quickly after awarding of funds.)*

A selection panel will be convened of City staff and members of the SCU steering committee to review proposals and recommend funding to the City Council.

## V. PAYMENT

**Invoices:** Invoices must be fully itemized, and provide sufficient information for approving payment and audit. Invoices must be accompanied by receipt for services in order for payment to be processed. **Email invoices to Accounts Payable** and reference the Project Manager and contract number on the invoice.

City of Berkeley  
Accounts Payable  
PO Box 700  
Berkeley, CA 94701  
**Email: AccountsPayable@cityofberkeley.info**  
Attn: Amy Davidson

**Payments:** The City will make payment to the vendor within 30 days of receipt of a correct, approved and complete invoice.

## VI. CITY REQUIREMENTS

### A. Non-Discrimination Requirements:

Ordinance No. 5876-N.S. codified in B.M.C. Chapter 13.26 states that, for contracts worth more than \$3,000 bids for supplies or bids or proposals for services shall include a completed Workforce Composition Form. Businesses with fewer than five employees are exempt from submitting this form. (See B.M.C. 13.26.030)

Under B.M.C. section 13.26.060, the City may require any bidder or vendor it believes may have discriminated to submit a Non-Discrimination Program. The Contract Compliance Officer will make this determination. This applies to all contracts and all consultants (contractors). Berkeley Municipal Code section 13.26.070 requires that all contracts with the City contain a non-discrimination clause, in which the contractor agrees not to discriminate and allows the City access to records necessary to monitor compliance. This section also applies to all contracts and all consultants. **Bidders must submit the attached Non-Discrimination Disclosure Form with their proposal.**

### B. Nuclear Free Berkeley Disclosure Form:

Berkeley Municipal Code section 12.90.070 prohibits the City from granting contracts to companies that knowingly engage in work for nuclear weapons. This contracting prohibition may be waived if the City Council determines that no reasonable alternative exists to doing business with a company that engages in nuclear weapons work. If your company engages in work for nuclear weapons, explain on the Disclosure Form the nature of such work. **Bidders must submit the attached Nuclear Free Disclosure Form with their proposal.**

### C. Oppressive States:

The City of Berkeley prohibits granting of contracts to firms that knowingly provide personal services to specified Countries. This contracting prohibition may be waived if the City Council determines that no reasonable alternative exists to doing business with a company that is covered by City Council Resolution No. 59,853-N.S. If your company or any subsidiary is covered, explain on the Disclosure Form the nature of such work. **Bidders must submit the attached Oppressive States Disclosure Form with their proposal.**

### D. Sanctuary City Contracting Ordinance:

Chapter 13.105 of the Berkeley Municipal Code prohibits the City from granting and or retaining contracts with any person or entity that provides Data Broker or Extreme Vetting services to the U.S. Immigration and Customs Enforcement Division of the United States Department of Homeland Security ("ICE"). **Bidders must submit the attached Sanctuary City Compliance Statement with their proposal.**

**E. Conflict of Interest:**

In the sole judgment of the City, any and all proposals are subject to disqualification on the basis of a conflict of interest. The City may not contract with a vendor if the vendor or an employee, officer or director of the proposer's firm, or any immediate family member of the preceding, has served as an elected official, employee, board or commission member of the City who influences the making of the contract or has a direct or indirect interest in the contract.

Furthermore, the City may not contract with any vendor whose income, investment, or real property interest may be affected by the contract. The City, at its sole option, may disqualify any proposal on the basis of such a conflict of interest. **Please identify any person associated with the firm that has a potential conflict of interest.**

**F. Berkeley Living Wage Ordinance:**

Chapter 13.27 of the Berkeley Municipal Code requires that contractors offer all eligible employees with City mandated minimum compensation during the term of any contract that may be awarded by the City. If the Contractor is not currently subject to the Living Wage Ordinance, cumulative contracts with the City within a one-year period may subject Contractor to the requirements under B.M.C. Chapter 13.27. A certification of compliance with this ordinance will be required upon execution of a contract. The current Living Wage rate can be found here: [https://www.cityofberkeley.info/Finance/Home/Vendors\\_Living\\_Wage\\_Ordinance.aspx](https://www.cityofberkeley.info/Finance/Home/Vendors_Living_Wage_Ordinance.aspx). The Living Wage rate is adjusted automatically effective June 30<sup>th</sup> of each year commensurate with the corresponding increase in the Consumer Price Index published in April of each year. If the Living Wage rate is adjusted during the term of your agreement, you must pay the new adjusted rate to all eligible employees, regardless of what the rate was when the contract was executed.

**G. Berkeley Equal Benefits Ordinance:**

Chapter 13.29 of the Berkeley Municipal Code requires that contractors offer domestic partners the same access to benefits that are available to spouses. A certification of compliance with this ordinance will be required upon execution of a contract.

**H. Statement of Economic Interest:**

The City's Conflict of Interest Code designates "consultants" as a category of persons who must complete Form 700, Statement of Economic Interest, at the beginning of the contract period and again at the termination of the contract. The selected contractor will be required to complete the Form 700 before work may begin.

## **VII. OTHER REQUIREMENTS**

### **A. Insurance**

The selected contractor will be required to maintain general liability insurance in the minimum amount of \$2,000,000, automobile liability insurance in the minimum amount of \$1,000,000 and a professional liability insurance policy in the amount of \$2,000,000 to cover any claims arising out of the performance of the contract. The general liability and automobile insurance must name the City, its officers, agents, volunteers and employees as additional insureds.

### **B. Worker's Compensation Insurance**

A selected contractor who employs any person shall maintain workers' compensation insurance in accordance with state requirements. Sole proprietors with no employees are not required to carry Worker's Compensation Insurance.

### **C Business License**

Virtually every contractor that does business with the City must obtain a City business license as mandated by B.M.C. Ch. 9.04. The business license requirement applies whether or not the contractor has an office within the City limits. However, a "casual" or "isolated" business transaction (B.M.C. section 9.04.010) does not subject the contractor to the license tax. Warehousing businesses and charitable organizations are the only entities specifically exempted in the code from the license requirement (see B.M.C. sections, 9.04.295 and 9.04.300). Non-profit organizations are granted partial exemptions (see B.M.C. section 9.04.305). Persons who, by reason of physical infirmity, unavoidable misfortune, or unavoidable poverty, may be granted an exemption of one annual free license at the discretion of the Director of Finance. (see B.M.C. sections 9.04.290).

Vendor must apply for a City business license and show proof of application to Purchasing Manager within seven days of being selected as intended contractor.

The Customer Service Division of the Finance Department located at 1947 Center Street, Berkeley, CA 94704, issues business licenses. Contractors should contact this division for questions and/or information on obtaining a City business license, in person, or by calling 510-981-7200.

### **D Recycled Paper**

**Any printed reports for the City required during the performance of the work shall be on 100% recycled paper, and shall be *printed on both sides of the page* whenever practical.**

### **E State Prevailing Wage**

Certain labor categories under this project may be subject to prevailing wages as identified in the State of California Labor Code commencing in Section 1770 et. seq. These labor categories, when employed for any "work performed during the design and preconstruction phases of construction including, but not limited to, inspection and land surveying work," constitute a "Public Work" within the definition of Section 1720(a)(1) of the California Labor Code requiring payment of prevailing wages.

Wage information is available through the California Division of Industrial Relations web site at:  
[http://www.dir.ca.gov/OPRL/statistics\\_and\\_databases.html](http://www.dir.ca.gov/OPRL/statistics_and_databases.html)

**VIII. SCHEDULE (dates are subject to change)**

- |  |                                   |
|--|-----------------------------------|
| <input type="checkbox"/> Issue RFP to Potential Bidders:           | Wednesday, September 29, 2021     |
| <input type="checkbox"/> Questions Due                             | Thursday, October 12, 2021        |
| <input type="checkbox"/> Proposals Due from Potential Bidders      | Tuesday, October 19, 2021         |
| <input type="checkbox"/> Complete Selection Process                | Tuesday, November 30, 2021        |
| <input type="checkbox"/> Council Approval of Contract (over \$50k) | Tuesday, November 30, 2021        |
| <input type="checkbox"/> Award of Contract                         | Wednesday, December 1, 2021       |
| <input type="checkbox"/> Sign and Process Contract                 | 4 to 6 weeks from City receipt of |
| contract package from contractor                                   |                                   |
| <input type="checkbox"/> Notice to Proceed                         | January 2022                      |

Thank you for your interest in working with the City of Berkeley for this service. We look forward to receiving your proposal.

Attachments:

- |   |              |
|---|--------------|
| • Check List of Required items for Submittal    | Attachment A |
| • Non-Discrimination/Workforce Composition Form | Attachment B |
| • Nuclear Free Disclosure Form                  | Attachment C |
| • Oppressive States Form                        | Attachment D |
| • Sanctuary City Compliance Statement           | Attachment E |
| • Living Wage Form                              | Attachment F |
| • Equal Benefits Certification of Compliance    | Attachment G |
| • Right to Audit Form                           | Attachment H |
| • Insurance Endorsement                         | Attachment I |
| • Budget Workbook (Excel)                       | Attachment J |

## ATTACHMENT A

### CHECKLIST

- Contractor Identification and Company Information
- Client References
- Proposal describing service (one (1) .PDF of proposal). Ensure that the proposal addresses everything in Section III of this RFP and includes a scope of work consistent with the requirements in Section II.
- Pricing proposal – one (1) .PDF of pricing workbook provided in Excel. Specify personnel and operating expenses.
- The following forms, completed and **signed in blue ink** (attached):
  - Non-Discrimination/Workforce Composition Form Attachment B
  - Nuclear Free Disclosure Form Attachment C
  - Oppressive States Form Attachment D
  - Sanctuary City Compliance Statement Attachment E
  - Living Wage Form (*may be optional*) Attachment F
  - Equal Benefits Certification (EBO-1) (*may be optional*) Attachment G

### **ADDITIONAL SUBMITTALS REQUIRED FROM SELECTED VENDOR AFTER COUNCIL APPROVAL TO AWARD CONTRACT.**

- Provide **original-signed in blue ink** Evidence of Insurance
  - Auto
  - Liability
  - Worker's Compensation
- Right to Audit Form Attachment H
- Commercial General & Automobile Liability Endorsement Form Attachment I
- Berkeley Business License

**For informational purposes only: Sample of Personal Services Contract can be found on the City's website on the current bid and proposal page at the top of the page.**

**NON-DISCRIMINATION/WORKFORCE COMPOSITION FORM FOR NON-CONSTRUCTION CONTRACTS**

To assist the City of Berkeley in implementing its Non-Discrimination policy, it is requested that you furnish information regarding your personnel as requested below and return it to the City Department handling your contract:

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Business Lic. #: \_\_\_\_\_

Occupational Category: (See reverse side for explanation of terms)	Total Employees		White Employees		Black Employees		Asian Employees		Hispanic Employees		Other Employees	
	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male
Official/Administrators												
Professionals												
Technicians												
Protective Service Workers												
Para-Professionals												
Office/Clerical												
Skilled Craft Workers												
Service/Maintenance												
Other (specify)												
Totals:												

Is your business MBE/WBE/DBE certified? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, by what agency? \_\_\_\_\_

If yes, please specify: Male: \_\_\_\_\_ Female: \_\_\_\_\_ Indicate ethnic identifications: \_\_\_\_\_

Do you have a Non-Discrimination policy? Yes: \_\_\_\_\_ No: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Verified by: \_\_\_\_\_ Date: \_\_\_\_\_

City of Berkeley Contract Compliance Officer



## Occupational Categories

**Officials and Administrators** - Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or provide specialized consultation on a regional, district or area basis. Includes: department heads, bureau chiefs, division chiefs, directors, deputy superintendents, unit supervisors and kindred workers.

**Professionals** - Occupations that require specialized and theoretical knowledge that is usually acquired through college training or through work experience and other training that provides comparable knowledge. Includes: personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dietitians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, teachers or instructors, and kindred workers.

**Technicians** - Occupations that require a combination of basic scientific or technical knowledge and manual skill that can be obtained through specialized post-secondary school education or through equivalent on-the-job training. Includes: computer programmers and operators, technical illustrators, highway technicians, technicians (medical, dental, electronic, physical sciences) and kindred workers.

**Protective Service Workers** - Occupations in which workers are entrusted with public safety, security and protection from destructive forces. Includes: police officers, fire fighters, guards, sheriffs, bailiffs, correctional officers, detectives, marshals, harbor patrol officers, and kindred workers.

**Para-Professionals** - Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually requires less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of a staff development and promotion under a "New Transporters" concept. Includes: library assistants, research assistants, medical aides, child support workers, police auxiliary, welfare service aides, recreation assistants, homemaker aides, home health aides, and kindred workers.

**Office and Clerical** - Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. Includes: bookkeepers, messengers, office machine operators, clerk-typists, stenographers, court transcribers, hearings reporters, statistical clerks, dispatchers, license distributors, payroll clerks, and kindred workers.

**Skilled Craft Workers** - Occupations in which workers perform jobs which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. Includes: mechanics and repairpersons, electricians, heavy equipment operators, stationary engineers, skilled machining occupations, carpenters, compositors and typesetters, and kindred workers.

**Service/Maintenance** - Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. Includes: chauffeurs, laundry and dry cleaning operatives, truck drivers, bus drivers, garage laborers, custodial personnel, gardeners and groundskeepers, refuse collectors, and construction laborers.

**Attachment B** (page 2)

**CITY OF BERKELEY**  
**Nuclear Free Zone Disclosure Form**

I (we) certify that:

1. I am (we are) fully cognizant of any and all contracts held, products made or otherwise handled by this business entity, and of any such that are anticipated to be entered into, produced or handled for the duration of its contract(s) with the City of Berkeley. (To this end, more than one individual may sign this disclosure form, if a description of which type of contracts each individual is cognizant is attached.)
2. I (we) understand that Section 12.90.070 of the Nuclear Free Berkeley Act (Berkeley Municipal Code Ch. 12.90; Ordinance No. 5784-N.S.) prohibits the City of Berkeley from contracting with any person or business that knowingly engages in work for nuclear weapons.
3. I (we) understand the meaning of the following terms as set forth in Berkeley Municipal Code Section 12.90.130:

"Work for nuclear weapons" is any work the purpose of which is the development, testing, production, maintenance or storage of nuclear weapons or the components of nuclear weapons; or any secret or classified research or evaluation of nuclear weapons; or any operation, management or administration of such work.

"Nuclear weapon" is any device, the intended explosion of which results from the energy released by reactions involving atomic nuclei, either fission or fusion or both. This definition of nuclear weapons includes the means of transporting, guiding, propelling or triggering the weapon if and only if such means is destroyed or rendered useless in the normal propelling, triggering, or detonation of the weapon.

"Component of a nuclear weapon" is any device, radioactive or non-radioactive, the primary intended function of which is to contribute to the operation of a nuclear weapon (or be a part of a nuclear weapon).

4. Neither this business entity nor its parent nor any of its subsidiaries engages in work for nuclear weapons or anticipates entering into such work for the duration of its contract(s) with the City of Berkeley.

Based on the foregoing, the undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Business Entity: \_\_\_\_\_

Contract Description/Specification No: **Community Crisis Response/22-11472-C**

**Attachment C**

**CITY OF BERKELEY**  
**Oppressive States Compliance Statement**

The undersigned, an authorized agent of \_\_\_\_\_ (hereafter "Vendor"), has had an opportunity to review the requirements of Berkeley City Council Resolution No. 59,853 -N.S. (hereafter "Resolution"). Vendor understands and agrees that the City may choose with whom it will maintain business relations and may refrain from contracting with those Business Entities which maintain business relationships with morally repugnant regimes. Vendor understands the meaning of the following terms used in the Resolution:

"Business Entity" means "any individual, firm, partnership, corporation, association or any other commercial organization, including parent-entities and wholly-owned subsidiaries" (to the extent that their operations are related to the purpose of the contract with the City).

"Oppressive State" means: **Tibet Autonomous Region and the Provinces of Abo, Kham and U-Tsang**

"Personal Services" means "the performance of any work or labor and shall also include acting as an independent contractor or providing any consulting advice or assistance, or otherwise acting as an agent pursuant to a contractual relationship."

Contractor understands that it is not eligible to receive or retain a City contract if at the time the contract is executed, or at any time during the term of the contract it provides Personal Services to:

- a. The governing regime in any Oppressive State.
- b. Any business or corporation organized under the authority of the governing regime of any Oppressive State.
- c. Any person for the express purpose of assisting in business operations or trading with any public or private entity located in any Oppressive State.

Vendor further understands and agrees that Vendor's failure to comply with the Resolution shall constitute a default of the contract and the City Manager may terminate the contract and bar Vendor from bidding on future contracts with the City for five (5) years from the effective date of the contract termination.

The undersigned is familiar with, or has made a reasonable effort to become familiar with, Vendor's business structure and the geographic extent of its operations. By executing the Statement, Vendor certifies that it complies with the requirements of the Resolution and that if any time during the term of the contract it ceases to comply, Vendor will promptly notify the City Manager in writing.

Based on the foregoing, the undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Business Entity: \_\_\_\_\_

Contract Description/Specification No: **Community Crisis Response/22-11472-C**

I am unable to execute this Statement; however, Vendor is exempt under Section VII of the Resolution. I have attached a separate statement explaining the reason(s) Vendor cannot comply and the basis for any requested exemption.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF BERKELEY**  
**Sanctuary City Compliance Statement**

The undersigned, an authorized agent of \_\_\_\_\_ (hereafter "Contractor"), has had an opportunity to review the requirements of Berkeley Code Chapter 13.105 (hereafter "Sanctuary City Contracting Ordinance" or "SCCO"). Contractor understands and agrees that the City may choose with whom it will maintain business relations and may refrain from contracting with any person or entity that provides Data Broker or Extreme Vetting services to the U.S. Immigration and Customs Enforcement Division of the United States Department of Homeland Security ("ICE"). Contractor understands the meaning of the following terms used in the SCCO:

- a. "Data Broker" means either of the following:
  - i. The collection of information, including personal information about consumers, from a wide variety of sources for the purposes of reselling such information to their customers, which include both private-sector business and government agencies;
  - ii. The aggregation of data that was collected for another purpose from that for which it is ultimately used.
- b. "Extreme Vetting" means data mining, threat modeling, predictive risk analysis, or other similar services." Extreme Vetting does not include:
  - i. The City's computer-network health and performance tools;
  - ii. Cybersecurity capabilities, technologies and systems used by the City of Berkeley Department of Information Technology to predict, monitor for, prevent, and protect technology infrastructure and systems owned and operated by the City of Berkeley from potential cybersecurity events and cyber-forensic based investigations and prosecutions of illegal computer based activity.

Contractor understands that it is not eligible to receive or retain a City contract if at the time the Contract is executed, or at any time during the term of the Contract, it provides Data Broker or Extreme Vetting services to ICE.

Contractor further understands and agrees that Contractor's failure to comply with the SCCO shall constitute a material default of the Contract and the City Manager may terminate the Contract and bar Contractor from bidding on future contracts with the City for five (5) years from the effective date of the contract termination.

By executing this Statement, Contractor certifies that it complies with the requirements of the SCCO and that if any time during the term of the Contract it ceases to comply, Contractor will promptly notify the City Manager in writing. Any person or entity who knowingly or willingly supplies false information in violation of the SCCO shall be guilty of a misdemeanor and up to a \$1,000 fine.

Based on the foregoing, the undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, at \_\_\_\_\_, California.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Business Entity: \_\_\_\_\_

Contract Description/Specification No: **Community Crisis Response/22-11472-C**

SCCO CompStmt (10/2019)

**Attachment E**

**CITY OF BERKELEY**  
**Living Wage Certification for Providers of Services**

**TO BE COMPLETED BY ALL PERSONS OR ENTITIES ENGAGING IN A CONTRACT FOR PERSONAL SERVICES WITH THE CITY OF BERKELEY.**

The Berkeley Municipal Code Chapter 13.27, Berkeley's Living Wage Ordinance (LWO), provides that contractors who engage in a specified amount of business with the City (except where specifically exempted) under contracts which furnish services to or for the City in any twelve (12) month period of time shall comply with all provisions of this Ordinance. The LWO requires a City contractor to provide City mandated minimum compensation to all eligible employees, as defined in the Ordinance. In order to determine whether this contract is subject to the terms of the LWO, please respond to the questions below. Please note that the LWO applies to those contracts where the contractor has achieved a cumulative dollar contracting amount with the City. Therefore, even if the LWO is inapplicable to this contract, subsequent contracts may be subject to compliance with the LWO. Furthermore, the contract may become subject to the LWO if the status of the Contractor's employees change (i.e. additional employees are hired) so that Contractor falls within the scope of the Ordinance.

**Section I.**

**1. IF YOU ARE A FOR-PROFIT BUSINESS, PLEASE ANSWER THE FOLLOWING QUESTIONS**

a. During the previous twelve (12) months, have you entered into contracts, including the present contract, bid, or proposal, with the City of Berkeley for a cumulative amount of \$25,000.00 or more?

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

If **no**, this contract is NOT subject to the requirements of the LWO, and you may continue to Section II. If **yes**, please continue to question 1(b).

b. Do you have six (6) or more employees, including part-time and stipend workers?

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

If you have answered, “**YES**” to questions 1(a) and 1(b) this contract **IS** subject to the LWO. If you responded "NO" to 1(b) this contract IS NOT subject to the LWO. **Please continue to Section II.**

**2. IF YOU ARE A NON-PROFIT BUSINESS, AS DEFINED BY SECTION 501(C) OF THE INTERNAL REVENUE CODE OF 1954, PLEASE ANSWER THE FOLLOWING QUESTIONS.**

a. During the previous twelve (12) months, have you entered into contracts, including the present contract, bid or proposal, with the City of Berkeley for a cumulative amount of \$100,000.00 or more?

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

If no, this Contract is NOT subject to the requirements of the LWO, and you may continue to Section II. If yes, please continue to question 2(b).

b. Do you have six (6) or more employees, including part-time and stipend workers?

**YES** \_\_\_\_\_ **NO** \_\_\_\_\_

If you have answered, “**YES**” to questions 2(a) and 2(b) this contract **IS** subject to the LWO. If you responded "NO" to 2(b) this contract IS NOT subject to the LWO. **Please continue to Section II.**

**Section II**

**Please read, complete, and sign the following:**

THIS CONTRACT **IS** SUBJECT TO THE LIVING WAGE ORDINANCE.

THIS CONTRACT **IS NOT** SUBJECT TO THE LIVING WAGE ORDINANCE.

The undersigned, on behalf of himself or herself individually and on behalf of his or her business or organization, hereby certifies that he or she is fully aware of Berkeley's Living Wage Ordinance, and the applicability of the Living Wage Ordinance, and the applicability of the subject contract, as determined herein. The undersigned further agrees to be bound by all of the terms of the Living Wage Ordinance, as mandated in the Berkeley Municipal Code, Chapter 13.27. If, at any time during the term of the contract, the answers to the questions posed herein change so that Contractor would be subject to the LWO, Contractor will promptly notify the City Manager in writing. Contractor further understands and agrees that the failure to comply with the LWO, this certification, or the terms of the Contract as it applies to the LWO, shall constitute a default of the Contract and the City Manager may terminate the contract and bar Contractor from future contracts with the City for five (5) years from the effective date of the Contract termination. If the contractor is a for-profit business and the LWO is applicable to this contract, the contractor must pay a living wage to all employees who spend 25% or more of their compensated time engaged in work directly related to the contract with the City. If the contractor is a non-profit business and the LWO is applicable to this contract, the contractor must pay a living wage to all employees who spend 50% or more of their compensated time engaged in work directly related to the contract with the City.

These statements are made under penalty of perjury under the laws of the state of California.

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Business Entity: \_\_\_\_\_

Contract Description/Specification No: **Community Crisis Response/22-11472-C**

**Section III**

- 
- **\*\* FOR ADMINISTRATIVE USE ONLY -- PLEASE PRINT CLEARLY \*\***

I have reviewed this Living Wage Certification form, in addition to verifying Contractor's total dollar amount contract commitments with the City in the past twelve (12) months, and determined that this Contract IS / IS NOT (circle one) subject to Berkeley's Living Wage Ordinance.

\_\_\_\_\_  
Department Name

\_\_\_\_\_  
Department Representative

To be completed by  
Contractor/Vendor



**Form EBO-1  
CITY OF BERKELEY**

**CERTIFICATION OF COMPLIANCE WITH EQUAL BENEFITS ORDINANCE**

If you are a **contractor**, return this form to the originating department/project manager. If you are a **vendor** (supplier of goods), return this form to the Purchasing Division of the Finance Dept.

**SECTION 1. CONTRACTOR/VENDOR INFORMATION**

Name:		Vendor No.:	
Address:	City:	State:	ZIP:
Contact Person:		Telephone:	
E-mail Address:		Fax No.:	

**SECTION 2. COMPLIANCE QUESTIONS**

- A. The EBO is inapplicable to this contract because the contractor/vendor has no employees.  
 Yes  No (If "Yes," proceed to Section 5; if "No", continue to the next question.)
- B. Does your company provide (or make available at the employees' expense) any employee benefits?  
 Yes  No  
If "Yes," continue to Question C.  
If "No," proceed to Section 5. (The EBO is not applicable to you.)
- C. Does your company provide (or make available at the employees' expense) any benefits to the spouse of an employee? .....  Yes  No
- D. Does your company provide (or make available at the employees' expense) any benefits to the domestic partner of an employee? .....  Yes  No

**If you answered "No" to both Questions C and D, proceed to Section 5. (The EBO is not applicable to this contract.) If you answered "Yes" to both Questions C and D, please continue to Question E. If you answered "Yes" to Question C and "No" to Question D, please continue to Section 3.**

- E. Are the benefits that are available to the spouse of an employee identical to the benefits that are available to the domestic partner of the employee? .....  Yes  No

**If you answered "Yes,"** proceed to Section 4. (You are in compliance with the EBO.)  
**If you answered "No,"** continue to Section 3.

**SECTION 3. PROVISIONAL COMPLIANCE**

- A. Contractor/vendor is not in compliance with the EBO now but will comply by the following date:
  - By the first effective date after the first open enrollment process following the contract start date, not to exceed two years, if the Contractor submits evidence of taking reasonable measures to comply with the EBO; or
  - At such time that administrative steps can be taken to incorporate nondiscrimination in benefits in the Contractor's infrastructure, not to exceed three months; or
  - Upon expiration of the contractor's current collective bargaining agreement(s).

**Attachment G (page 1)**

B. If you have taken all reasonable measures to comply with the EBO but are unable to do so, do you agree to provide employees with a cash equivalent?\* .....  Yes  No

\* The cash equivalent is the amount of money your company pays for spousal benefits that are unavailable for domestic partners.

**SECTION 4. REQUIRED DOCUMENTATION**

At time of issuance of purchase order or contract award, you may be required by the City to provide documentation (copy of employee handbook, eligibility statement from your plans, insurance provider statements, etc.) to verify that you do not discriminate in the provision of benefits.

**SECTION 5. CERTIFICATION**

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that I am authorized to bind this entity contractually. By signing this certification, I further agree to comply with all additional obligations of the Equal Benefits Ordinance that are set forth in the Berkeley Municipal Code and in the terms of the contract or purchase order with the City.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, in the year \_\_\_\_\_, at \_\_\_\_\_, \_\_\_\_\_  
(State) (City)

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Federal ID or Social Security Number

**FOR CITY OF BERKELEY USE ONLY**

- Non-Compliant (The City may not do business with this contractor/vendor)
- One-Person Contractor/Vendor                       Full Compliance                       Reasonable Measures
- Provisional Compliance Category, Full Compliance by Date: \_\_\_\_\_
- Staff Name(*Sign and Print*): \_\_\_\_\_ Date: \_\_\_\_\_



**CITY OF BERKELEY**  
**Right to Audit Form**

The contractor agrees that pursuant to Section 61 of the Berkeley City Charter, the City Auditor's office may conduct an audit of Contractor's financial, performance and compliance records maintained in connection with the operations and services performed under this contract.

In the event of such audit, Contractor agrees to provide the Auditor with reasonable access to Contractor's employees and make all such financial, performance and compliance records available to the Auditor's office. City agrees to provide Contractor an opportunity to discuss and respond to any findings before a final audit report is filed.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_

Company: \_\_\_\_\_

Contract Description/Specification No: **Community Crisis Response/22-11472-C**

Please direct questions regarding this form to the Auditor's Office, at (510) 981-6750.

**Attachment H**

**CITY OF BERKELEY**  
**Commercial General and Automobile Liability Endorsement**

The attached Certificates of Insurance are hereby certified to be a part of the following policies having the following expiration dates:

Policy No.	Company Providing Policy	Expir. Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

The scope of the insurance afforded by the policies designated in the attached certificates is not less than that which is afforded by the Insurance Service Organization's or other "Standard Provisions" forms in use by the insurance company in the territory in which coverage is afforded.

Such Policies provide for or are hereby amended to provide for the following:

1. The named insured is \_\_\_\_\_.
2. CITY OF BERKELEY ("City") is hereby included as an additional insured with respect to liability arising out of the hazards or operations under or in connection with the following agreement:  
\_\_\_\_\_.

The insurance provided applies as though separate policies are in effect for both the named insured and City, but does not increase the limits of liability set forth in said policies.

3. The limits of liability under the policies are not less than those shown on the certificate to which this endorsement is attached.
4. Cancellation or material reduction of this coverage will not be effective until thirty (30) days following written notice to \_\_\_\_\_, Department of \_\_\_\_\_, Berkeley, CA.
5. This insurance is primary and insurer is not entitled to any contribution from insurance in effect for City.

The term "City" includes successors and assigns of City and the officers, employees, agents and volunteers.

\_\_\_\_\_  
Insurance Company

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Signature of Underwriter's  
Authorized Representative

Contract Description/Specification No: **Community Crisis Response/22-11472-C**

**Attachment I**



**Finance Department**  
Purchasing Division

**REQUEST FOR PROPOSALS (RFP)**  
**Specification No. 22-11472-C**  
**FOR**  
**Community Crisis Response**  
**PROPOSALS WILL NOT BE OPENED AND READ PUBLICLY**

**ADDENDUM "A"**  
October 15, 2021

Dear Proposer:

Questions received from proposers along with answers are attached.

**Proposals/bids must be received no later than 2:00 pm, on Tuesday , October 19, 2021** All responses should be sent via email to [purchasing@cityofberkeley.info](mailto:purchasing@cityofberkeley.info) and have "**COMMUNITY CRISIS RESPONSE**" and **Specification No. 22-11472-C** indicated in the subject line of the email. Please submit one (1) PDF of the technical proposal. Corresponding cost proposal shall be submitted as a separate PDF document.

Proposals will not be accepted after the date and time stated above.

We look forward to receiving and reviewing your proposal.

Sincerely,

Darryl Sweet  
General Services Manager

## Addendum "A"

### Questions and Answers for Specification No. 22-11472-C COMMUNITY CRISIS RESPONSE

The City of Berkeley has received questions from some potential respondents regarding **Specification No. 22-11472-C, COMMUNITY CRISIS RESPONSE**. In an effort to provide the same information to all, listed below are the questions received to date, with responses from City staff.

1. Q. I am filling out the budget spreadsheet and since it asks for salaries 17/18 and 18/19, I'm wondering if that is a mistake and it really requires more recent salaries.

1. A. Thank you for identifying this error. The salaries listed should be from 21/22 and 22/23.

2. Q. The spreadsheet says that the budgets are due 10/12 but the RFP says to submit them with the responses on 10/19. Please clarify.

2. A. Please disregard the submission information in the spreadsheet and submit the pricing spreadsheet with the RFP response by 10/19.

3. Q. As an already City-contracted org, do we need to do all the forms that we just did for our regular budget?

3. A. Yes. The City's procurement process requires the submission of these forms.

4. Q. As this is one year contract, we would not be able to afford to hire employees -- are we able to contract folk for these positions? Such positions may not qualify as contractor positions as per <https://www.irs.gov/businesses/small-businesses-self-employed/independent-contractor-self-employed-or-employee>

4. A. Vendors may choose to hire contractors, permanent, temporary or hourly employees to provide the proposed service. Vendors are responsible for ensuring their compliance with all applicable local, state and federal laws as well as their internal policies.

5. Q. We understand it is important to include information about our partnerships and collaborations - Since the nature of collaborations has shifted due to the pandemic, do you want us to include pre-COVID collaborations?

5. A. Relatively recent pre-COVID and current partnerships and collaborations will all be considered relevant.

6. Q. Will these proposals be scored by the City staff or a community panel?

6. A. Proposals will be scored by a combination of City staff and community members.

7. Q. Do you foresee Specialized Care Unit (SCU) bridge services collaborating with the Warmline?

7. A. It is not clear what warmline is being referenced. Collaboration with existing resources is a positive in all proposals.

8. Q. Will a collaborative of chosen organizations be created?

8. A. The City intends to convene the contracted organizations on a regular basis to support coordination and collaboration.

9. Q. Will calls for the SCU/SCU bridge services come through dispatch or collaborating agencies?

9. A. Calls for services for organizations awarded contracts under this RFP will not come through dispatch. It is expected that collaborating agencies will coordinate outreach efforts. It is also expected that outreach efforts will be pro-active to help prevent crisis situations.

10. Q. Will the City provide funding for the extensive training needed to do bridge services (i.e. cross training to ensure a standardization of care)?

10. A. Training costs are an eligible cost for inclusion in the proposal submitted. The City will not provide training directly or additional funds outside this RFP for training. Generally it is expected that agencies have their own training and expertise. Organizations will be convened regularly to help support coordination and collaboration.

11. Q. Is there plans to integrate the funded organizations into the established SCU for future ongoing sustainable funding?

11. A. There are no current plans to do so. The design of the Specialized Care Unit is still being finalized.

12. Q. Given that we are still in the midst of a pandemic, will Covid-19 have an impact on the provision of these bridge services, if so, what will they be?

12. A. No potential impacts of the pandemic specific to these services have been identified. Applicants should consider how the impact of the pandemic on their operations might affect their provision of the proposed services.

13. Q. In looking at this proposal we see a couple options for how we could roll out services, each with very different budgetary needs. 1. Would be to expand hours, without offering overnight services; 2. Would be to offer 24/7 on-call services. In establishing 24/7 on call services, employee costs and insurance costs increase greatly, and we are having challenges creating a budget that aligns with the \$1.2 million shared budget constraints. Do you foresee

multiple agencies offering 24/7 and/or overnight services, and if not will there be collaboration and/or transportation for folx who need to be moved from day-time respite to reserved beds somewhere else for overnight respite care.

13. A. While it is the intention that the SCU is a 24/7 model, this RFP is for supportive services in the interim while the SCU is coming to fruition. Service providers responding to this RFP should consider their current capacity and assets in light of the program requirements, with the understanding that awards will most likely go to more than one organization.

Except as provided herein all other terms and conditions remain unchanged.

# Practical Tips to Open a Crisis Stabilization Unit: A medium-sized county perspective

Holly Harris, M.Ed., LPC – Program Manager, Crisis Services

Adam Goggins, MA, LPC – Crisis Team Supervisor

# Deschutes County, Oregon

Population: 200K

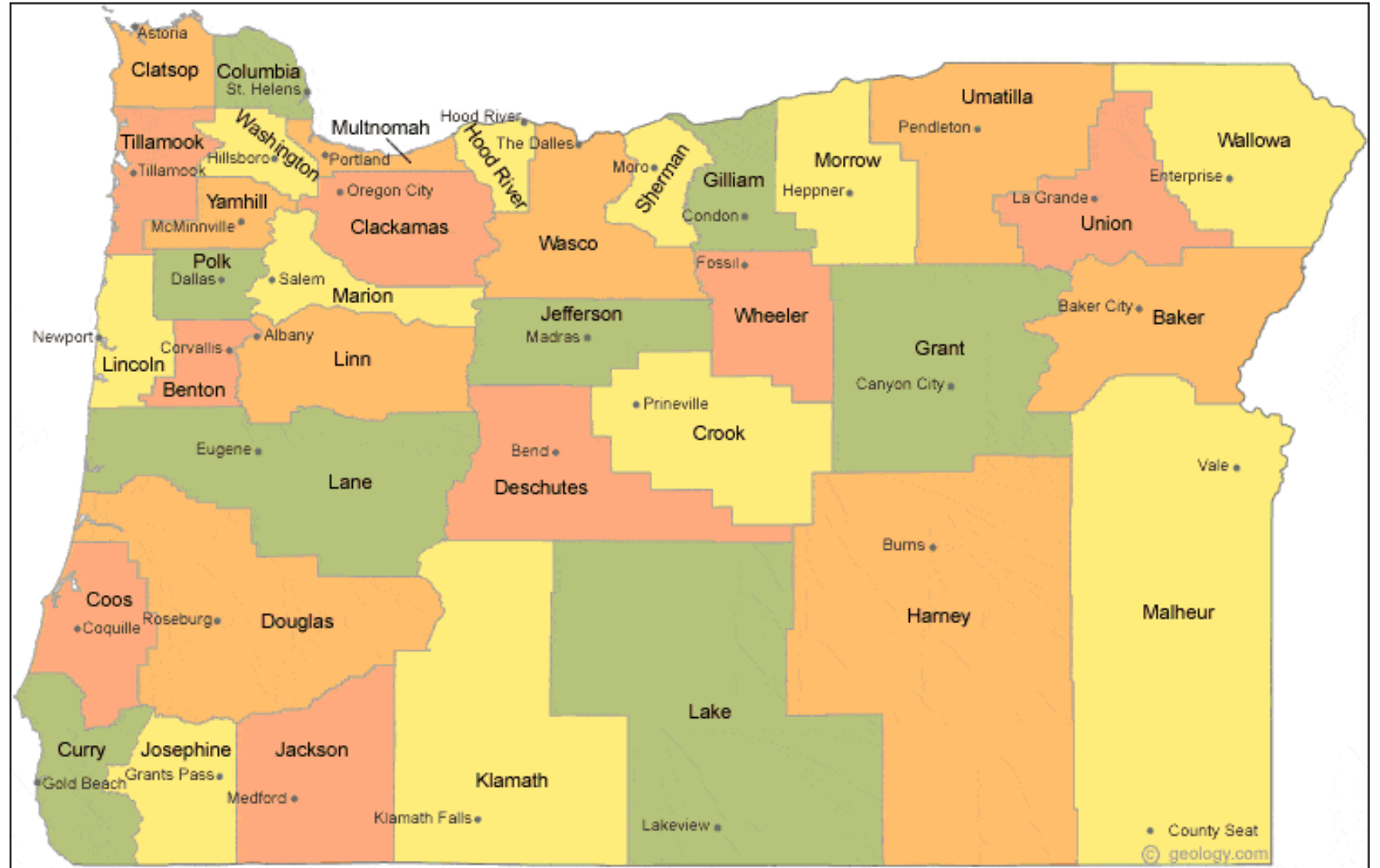
County Seat: Bend

Area: 3018 miles<sup>2</sup>

Person's per

Square Mile: 52

Topography: High Desert













# BLOCKBUSTER

211

**BEST  
SELECTION**

OVER 10,000 MOVIES & GAMES

**NEWEST  
RELEASES**

WAIT? WE'VE GOT IT!









# Deschutes County Stabilization Center (DCSC)

Est. June 2020



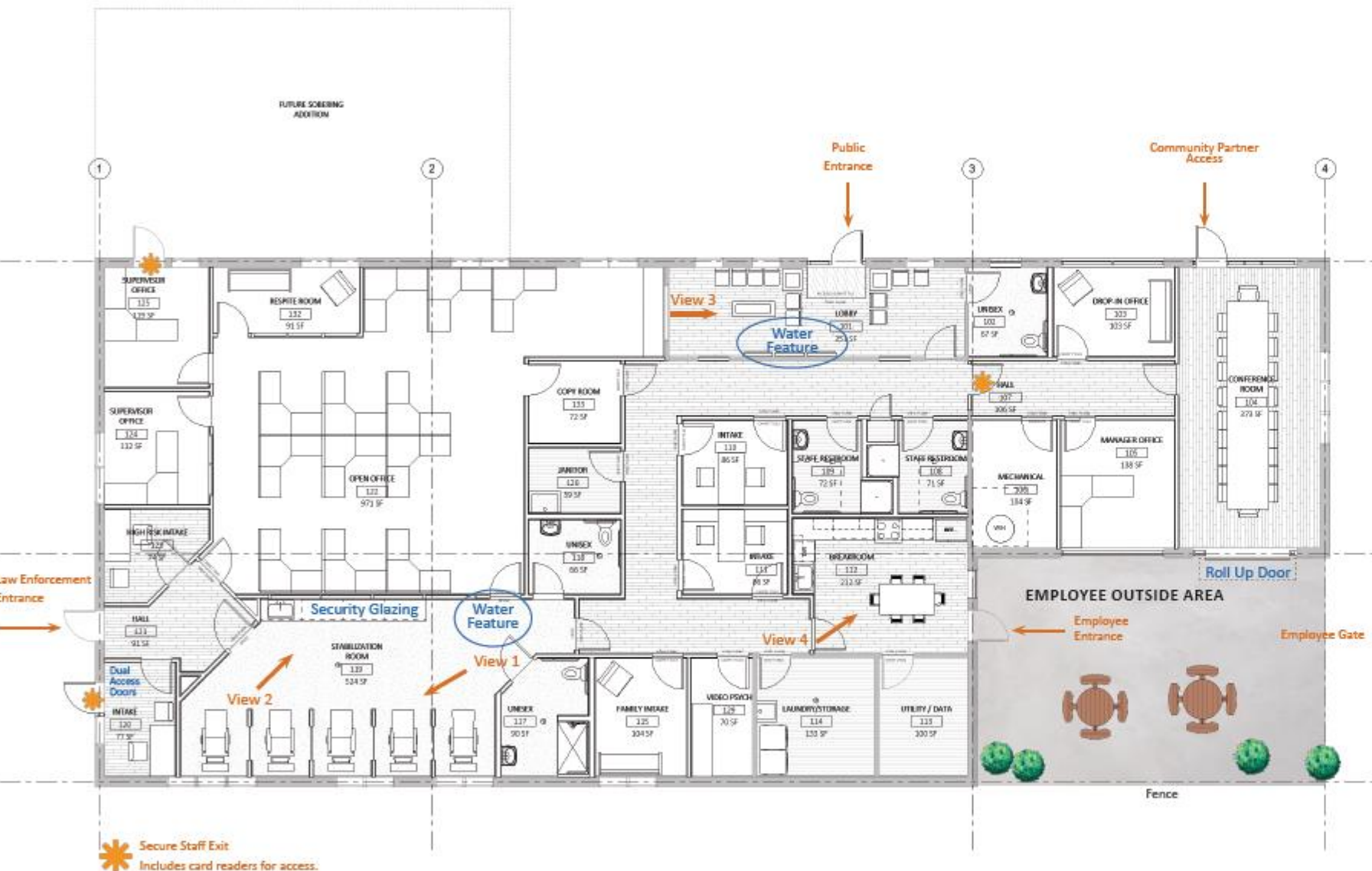
Quick Facts:

- Voluntary facility
- Treats children and adults
- Accepts walk in's and law enforcement drop off
- 23-hour respite unit





# PROPOSED FLOORPLAN



## 3D VIEWS

View 1 (Stabilization Room 119)



Client seating area for comfort. Partitions for privacy.

View 2 (Stabilization Room 119)



Security glazing allows staff to view the stabilization room through two-way windows (clients cannot see into the office) for monitoring and observation.

View 3 (Lobby)



The lobby includes comfortable seating and an enclosed water feature to create a calm environment for visitors.

View 4 (Break Room)



An equipped employee break room provides a reprieve for staff with access to an outdoor fenced patio.

## INSPIRATION



Example of an enclosed water feature.

Secure Staff Exit  
Includes card readers for access.

# Goals of the Stabilization Center



- To reduce the number of individuals with Serious Mental Illness who end up in the criminal justice system.



# Goals of the Stabilization Center

- To provide a place for law enforcement to quickly bring someone in a crisis so they can get back to their duties



# Goals of the Stabilization Center

- To reduce the number of individuals going to the Emergency Department for mental health crisis.



# Goals of the Stabilization Center



- To help people experiencing a mental health crisis stabilize in their community and become connected to resources so they engage in mental health treatment to regain a better quality of life.

Services  
Provided at  
the  
Stabilization  
Center

Crisis Intervention

Case Management

Peer Support


Medication management


Respite


Civil Commitment Investigations

Jail Diversion Program

Crisis Line


 Holly Harris  
Program Manager


 New Supervisor

 Rebecca Battleson  
Supervisor

 Jill Kaufmann  
Supervisor

 Adam Giggins  
Supervisor


 Kim Bohme  
Administrative Analyst


 Stabilization Center (Swing)

 Forensic Diversion/Peer Support

 MCAT

 Co-Responder


 Stabilization Center (Day)


 Stabilization Center (Weekend)

 Civil Commitment Investigation

 Stabilization Center (Night)


 CIT

 Sam Restani  
Admin Support


 Taylor McGowan

 Maria Soifakis


 Nicole Von Laven

 Abby Levin


 BHS II (Team Lead)


 Suzi Denight

 Meghan Small

 Meredith Haddan


 BHS I

 Rich Akers  
Prescriber

 Elizabeth Lindt

 Dawna Phillips

 FT BHS II


 Meghan Monfort


 Bethany Douglas


 PT BHS II


 BHS II (CC Monitor)


 Megan Weaver

 Savanna DeLuca  
On Call QMHP


 Katie Fairman

 Roberta Hilliard

 Amanda Copeland


 Susannah Gallagher


 Matt Hines


 FT BHS II


 BHS I


 Derrick Evans

 Hanako Kubori


 Kolette Schneyder

 Krista Brown

 Zoe Bartlett

 Megan Sergi-Sosa

 Jessica McEwen

 Casey Thompson

 FT BHS II

 Megan Mecouch

**Peer Support Specialist**  
Individuals with lived life experience who offer support and encouragement to individuals struggling with a mental health condition

**Behavioral Health Specialist II (BHS II)**  
Master's level clinician who assess the needs of client's and make referrals to appropriate resources and to levels of care. All BHS II's have the ability to refer individuals into respite, schedule prescriber appointments, and utilize other services at the DCSC

**Behavioral Health Tech (BHT)**  
A mental health technician runs front desk operations, performs administrative tasks, and provides supportive services to individuals receiving services at the crisis center

**Case Managers (BHS I)**  
Bachelor's level clinician who provides direct case management services and with navigating resource systems

# Practical Tips to Open a Crisis Stabilization Unit





## Practical Tip: Actively Use Sequential Intercept Mapping

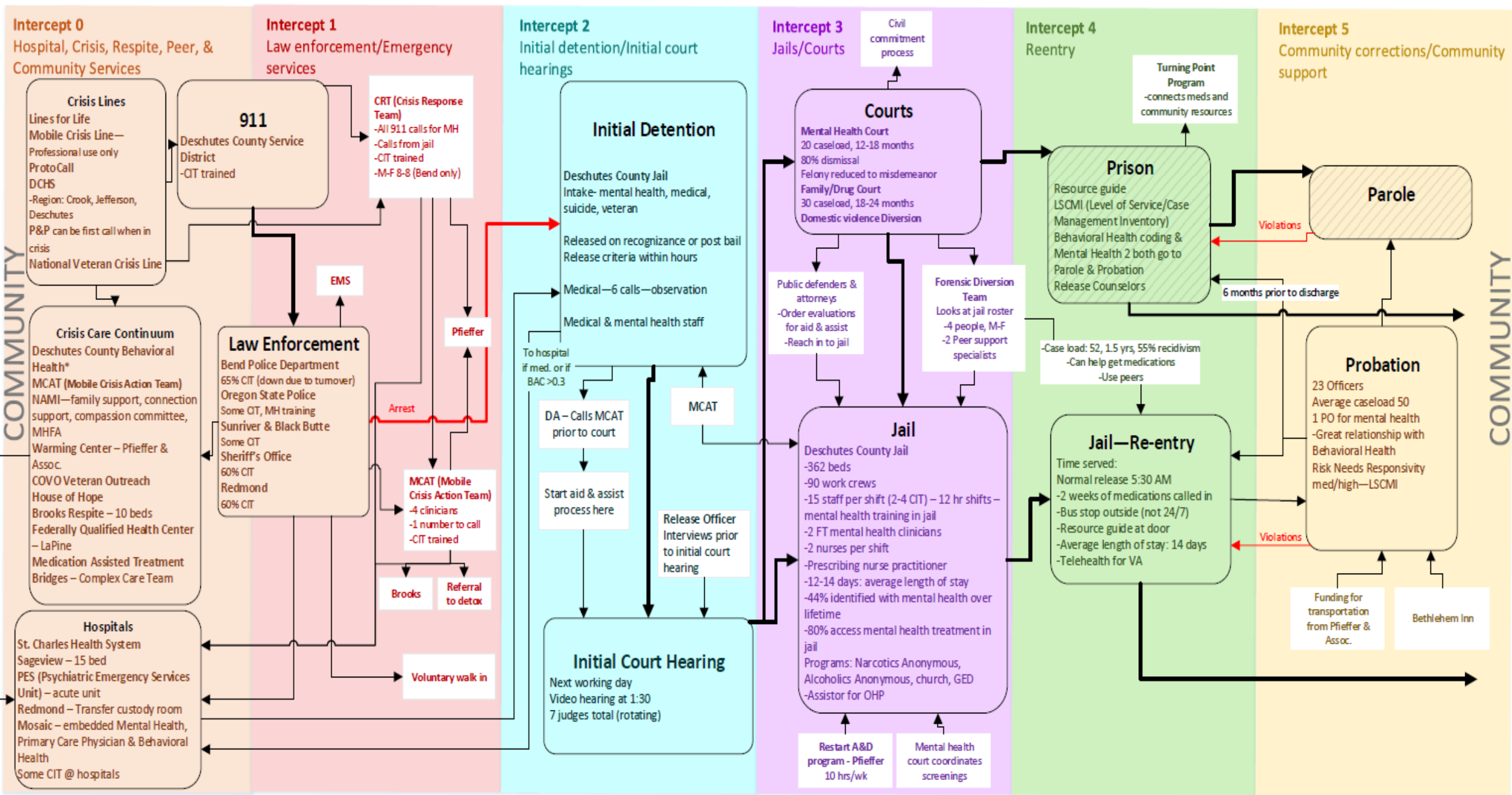
# SEQUENTIAL INTERCEPT MAPPING

### 2012 Top Priorities

- Focus on High Criminal Justice Utilizers
- Expand Detoxification Services
- Hire Court Release Officer
- Enhancement of Jail Mental Health Services

### 2018 Top Priorities

- 24 hour Stabilization Center/23-hour respite
- Increase the number of Peer Support Specialist
- 100% of officers trained in CIT or MHFA
- Increase the number of LE agencies with a mental health unit



\*Walk-in clinic M-F 8-4 -immediate assessment  
-ASA

\*Law enforcement agency average wait 2.5-3 hrs for police officer hold.

Mosaic Mobile Clinic -Families can contact for help

\*Community Health Workers at hospitals and clinics  
\*Hours of Home






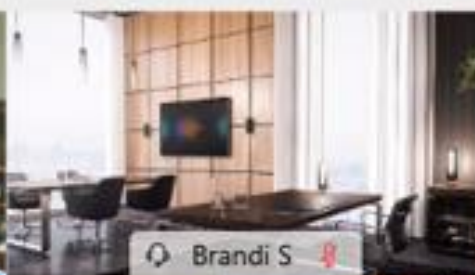











## Practical Tip: Leverage Relationships Through a Robust CIT Program






Deschutes County has an active CIT Program with dedicated individuals and agencies who show up and contribute. We discuss difficult cases and ongoing systems issues. The meeting is solution focused and is based on mutual respect, trust, and accountability.

Speaking: Melissa Thompson

Layout

 Megan (Me)	 Kim Boh... (Host)	 Cory Darling	 Brandi S	 AbbyL
 Chris Perry	 Melissa Thomps...	 Christy	 Drew Norris	 Jake Chandler
 Michael Gill	 polela	 Rachel Gerken	 Call-in User_2	 Call-in User_3

Dustyn Putzier	Holly Harris	Rachel Gerken
		

# Practical Tip: Harness Existing Collaborations and Garner Leadership Buy- In



- Advocacy groups (NAMI)
- CIT steering committee
- Acute Care Advisory Board
- Behavioral Health Advisory Board
- Coordinated Care Organizations
- Commissioners
- Local City Councils
- Local Public Safety Coordinating Council (LPSCC)

**Present, present,  
present....to anyone  
who will listen!**



# Practical Tip: Have a Good Referral System in Place BEFORE You Open



## Mobile Crisis Team and Co-responder

- Operational since approximately 2004
- Currently consists of 2 teams of 3 Masters level clinicians
- They operate in 24 hour shifts where one clinician is the primary on-call clinician for 12 hours with the other two positions serving as back up. They rotate primary
- Recently implemented response without police to certain call types

# Jail Diversion



*National initiative to reduce the number of individuals with mental illness in jails*

## Deschutes County Forensic Diversion Program

- Established in 2015 through a State grant that later became ongoing funding
- 2 peer support specialist and a case manager
- In reach to the jail, follow up from mobile team contacts
- Consistent reduced the recidivism of the people served
- We Stay involved until the individual achieves four clinical contacts in 60 days

Practical Tip:  
Maintain a  
Good Referral  
System Place  
AFTER You  
Open



Practical Tip:  
Do Your  
Research







### Researching other programs:

- Policies and procedures
- Services provided
  - Respite
  - Sobering
  - Case Management
  - Peer Support
  - Medication Management
- Staffing models
- Forms and paperwork
- Referral Sources
  - Police
  - Walk-Ins
  - Both
- Budgets and funding models
- Site reviews
- Hours and days of operation

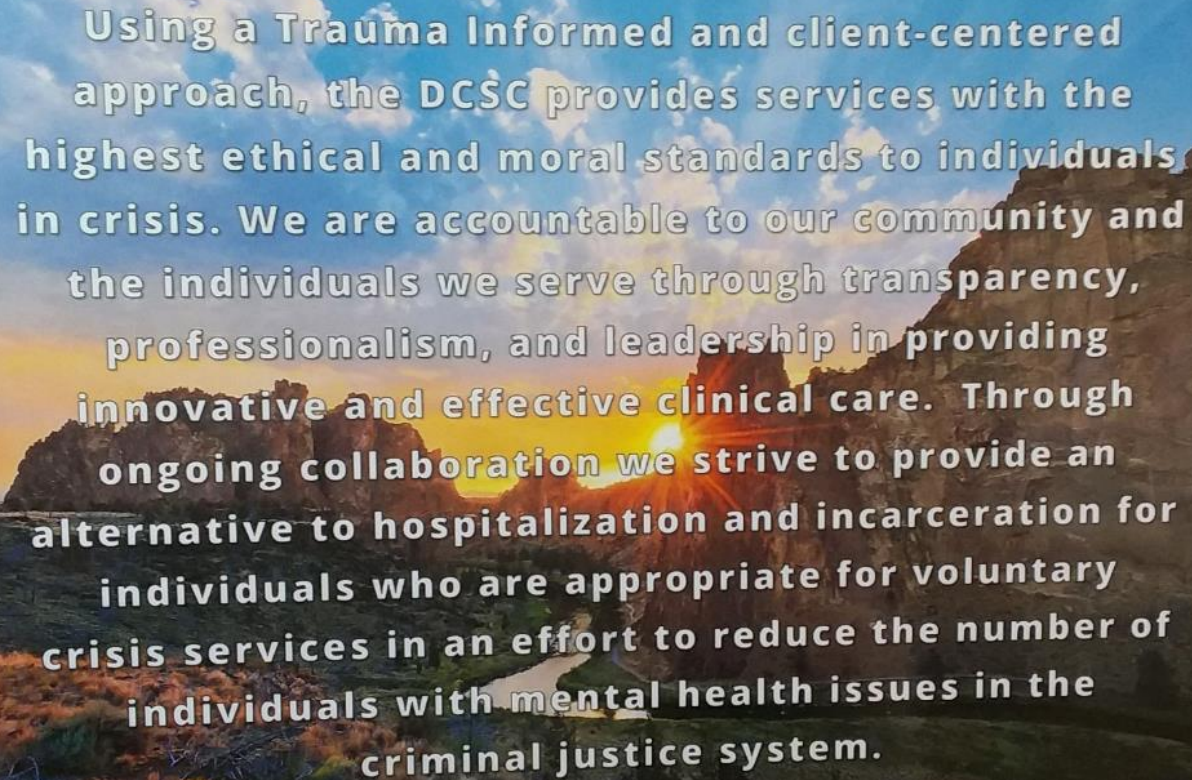


## Practical Tip: Have Consistent Messaging

- Set Goals Early (in collaboration with key stakeholders) and stick with them
  - Stick to your mission
- Build the program around the goals
- Stay on message
- Garner Media Support when possible







Using a Trauma Informed and client-centered approach, the DCSC provides services with the highest ethical and moral standards to individuals in crisis. We are accountable to our community and the individuals we serve through transparency, professionalism, and leadership in providing innovative and effective clinical care. Through ongoing collaboration we strive to provide an alternative to hospitalization and incarceration for individuals who are appropriate for voluntary crisis services in an effort to reduce the number of individuals with mental health issues in the criminal justice system.

## Goals of the Deschutes County Stabilization Center

To reduce the number of individuals with serious mental illness who end up in the criminal justice system

To reduce the number of individuals going to the emergency department to address their crisis

To help people experiencing a crisis stabilize in their community and become connected to resources so they can engage in appropriate treatment to regain a better quality of life

To provide a place for law enforcement to quickly bring someone in a crisis so law enforcement can get back to their duties



# Deschutes County appears to be moving forward with mental health crisis center

\$1 million in grant funding no longer in jeopardy

By Brenna Visser  
The Bulletin May 23, 2019

# Long-sought Deschutes County Stabilization Center set to open Monday



Deschutes County Sheriff visits Stabilization Center  
DES. CO. SHERIFFS OFFICE

NEWS » LOCAL NEWS

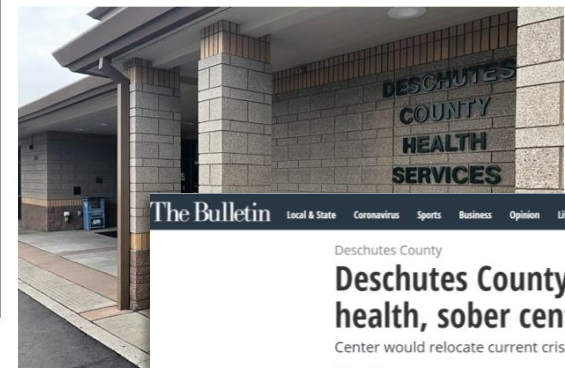
December 03, 2019

# A Progressive Approach To Health

An inside look at Deschutes County Behavioral Health  
BY LAUREL BRAUNS

Last week, the Source Weekly published a piece about the county's efforts to decriminalize mental illness. Local crisis experts told stories of working within jails and police departments to identify and assist people coping with chronic mental health disorders.

This week, Deputy Director Janice Garceau of Deschutes County Behavioral Health provides an inside look at the organization's progressive approach to mind/body health, its ability to win competitive national grants and its team of peer support specialists who bring hope to those suffering in the community.



# Deschutes County wants to build mental health, sober center

Center would relocate current crisis services, extend hours

By Alle Colosky  
The Bulletin Jan 22, 2018



An architectural drawing of the proposed Deschutes County stabilization center. (Submitted photo)

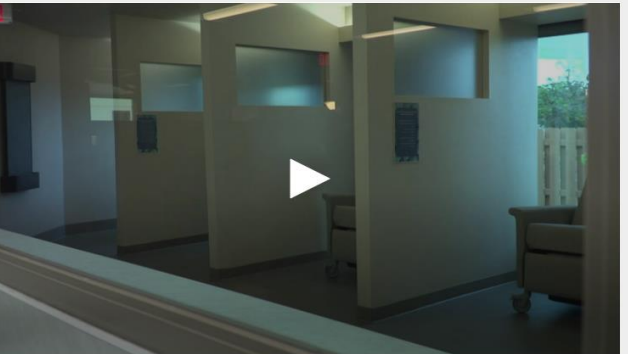
OSU-Cascades to host conversation about racial unrest in nation



BPRD to open Juniper kids' pool July 6th



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BIG PRICE DROP  
TEAM KIA OF BEND  
MONKLESS BEER DELIVERY & TAKE OUT SAVES A WEEK 12PM-6PM



# Stabilization Center a new tool for mental health professionals

6/17/2020  
It puts a strain on emergency rooms and law enforcement - people in the middle of a mental health crisis.  
Last year, there were 3,000 calls to the crisis line.

# In Bend, mental health worker teams with police

Counselor rides with cops to keep mentally ill people out of jail

By Garrett Andrews • The Bulletin Jun 9, 2019



Abby Levin, a licensed professional counselor with the Deschutes County Health Department, talks with Bend Police officer Jake Chandler while working a shift together. (Ryan Brennecker/Bulletin photo)

# Decriminalizing Mental Illness

Deschutes County is set to open a stabilization center this spring. With a 17-fold increase in mental health calls over the past decade, it's a welcome addition

CALLS to the Bend Police Department involving people who were "allegedly mentally ill" increased by 172% from 2010 to 2017. People affected by mental illness end up in prisons and jail at a much higher rate than people without a diagnosis. In response to the increase in calls, Deschutes County has created a number of innovative programs—backed by federal grants—aimed at intervening early to connect people with the resources they need to stay out of jail and the emergency room.



# Deschutes County Stabilization Center Opens

People experiencing a mental health crisis finally have a place to go that's not jail or the emergency room

Central Oregon has gained a national reputation for trying out progressive mental health approaches that cost less and help people more. Some of these innovative programs—such as the new Deschutes County Stabilization Center—demonstrate cooperation between local law enforcement, behavioral health agencies and emergency response teams.



The Deschutes County Stabilization Center welcomed its first clients this week.

City and county governments across the U.S. are currently discussing new partnerships and programs to overhaul the criminal justice system and defund the police. This comes in response to worldwide protests against the killing of George Floyd by a police officer in Minneapolis and other incidents of police brutality. Some people in the reform movement believe that it would make more sense for someone in distress to work with a mental health professional rather than an armed police officer who could potentially hurt them or may be perceived as threatening, according to Vox.

In Deschutes County, the new stabilization center adopts this philosophy by providing a place for people to go besides jail when they have mental breakdowns or commit petty crimes.

power hour  
an environmental center event  
PICK Zero Energy Homes  
Wed., June 24, 12-1 p.m.  
VIEW ALL OUR PICKS  
SUBMIT AN EVENT FREE

ASK AMY ABOUT EVs  
PICK Who Drives Electric Vehicles? Live Q&A with EV Driver, Amy Mitchell  
Tue., June 30, 12-1 p.m.  
VIEW ALL OUR PICKS  
SUBMIT AN EVENT FREE  
Crisis training program helping local law enforcement with some of their toughest calls  
11/12/2019  
Living with a mental illness is challenging.  
For law enforcement, responding to a call involving someone in crisis is equally tough.  
Just this year, in a 9-month period, Deschutes County's Crisis Team fielded an average of 155 calls a month from law enforcement.

TODAY | THU | FRI | SAT | SUN | MON | TUE  
ASK AMY ABOUT EVs  
PICK Who Drives Electric Vehicles? Live Q&A with EV Driver, Amy Mitchell  
Tue., June 30, 12-1 p.m.  
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# Practical Tip: Develop Creative Approaches to Funding

- Existing Resources
- Grants
- Coordinated Care Organizations
- Phased in approach
- Sustained funding through county general fund & community partner contributions





# Initial Funding for the Deschutes County Stabilization Center

- \$504,606 – Pacific Source Strategic Investment Dollars (Capital)
- \$510,428 – WEBCO Dissolution Payment (Capital)
- \$70,000 – Bend Police Department
- \$570,000/annually – Deschutes County Sherriff's Office
- \$700,000 – Bureau of Justice Assistance Grant
  - Case manager, 20 hours of psychiatric services, contract with OHSU for program evaluation and data collection
- \$350,000 – SAMHSA (CCBHC Extension)
- \$584,000 – Central Oregon Health Council
- 2.4 million - IMPACTS Grant/Oregon Criminal Justice Commission

## Practical Tip: Think outside the 9 to 5

- 2 Master's level clinicians/1 Behavioral Health Technician (front desk)
- Day shift M-F 7 am – 3:30 pm
- Swing Shift M-F 3:00 pm – 11:30 pm
- Night Shift M-W, W-F 8:00pm to 8:30 am
- Saturday/Sunday Day 7am to 7pm
- Saturday/Sunday Night 7pm to 7 am
- 30 min change of shift



# Developing a Schedule

- Look at many alternatives as possible
  - Unique scheduling options
    - 12 hour shifts
    - 10 hour shifts
    - Redundancy in scheduling
  - Backup plans
    - On-call
    - Stipend pay
    - Exempt vs non-exempt
  - Full staffing vs. minimum staffing
- Look at other 24-hour scheduled agencies in your area
  - Jails
  - Law enforcement agencies
  - Hospitals

# Practical Tip: Work Towards Continuous Growth and Improvement

- Stay Solution Focused
  - Do not avoid difficult topics
  - Do not take things personally or dogmatically
    - Leave your ego at the door and work collaboratively
- Be Flexible
  - Avoid rigidity
  - Get creative with solutions
- Be Responsive (not reactive)
  - Tackling problems as they arise
    - Not tackling problems too “quickly”
  - Solicit feedback
    - Staff, Consumer, and Community Partners
  - Follow through with changes





# The Results are In!

Monthly Totals	# of Walk-Ins	# of LEA drop offs	# of ED Diversions-Client	# of ED Diversions-LEA	# of Respite	# of ED referrals	# of Children	# of adults 18+
June 2020	46	6	3	1	9	6	4	42
July 2020	91	15	10	4	21	5	8	83
August 2020	128	22	19	6	22	4	7	121
September 2020	131	21	23	11	25	8	13	118
October 2020	195	36	28	19	28	22	18	177
November 2020	146	26	30	7	33	18	11	135
December 2020	156	41	19	12	37	7	14	142
January 2021	140	32	16	8	16	14	12	128
February 2021	113	27	11	9	28	3	16	97
March 2021	144	32	10	10	35	11	21	123
April 2021	150	20	20	8	34	2	16	134
May 2021	169	31	16	9	37	9	15	154
June 2021	173	34	27	19	44	7	21	152
July 2021	173	39	18	10	45	12	16	157
Yearly Grand Total	1955	382	250	133	414	128	192	1763

Ongoing Grand Totals 1955  
 Unduplicated Grand Totals 1154

# Data

## YTD Quick Stats June 2020- July 2021

- ❖ Average of 9.5 visits per day
- ❖ 20% brought in by LE (average 4.7 min per drop off)
- ❖ 21% utilize respite
- ❖ 20% diverted from the ED
- ❖ 90% adults and 10% children
- ❖ 3% said they would have ended their life if the Stabilization Center were not here (37 people)
- ❖ 3% were sent to the ED involuntarily

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## ▶ Stabilization Center a new tool for mental health professionals



BY TED TAYLOR | Wednesday, June 17th 2020

It puts a strain on emergency rooms and law enforcement – people in the middle of a mental health crisis.

Last year, there were 3,000 calls to the crisis line.

That's a 42% jump – including a 67% jump in calls from law enforcement.

Central Oregon Daily Photojournalist Steve Kaufmann shows us a new facility in Deschutes County set up to break the cycle.

***If you or someone you know is in crisis, you can walk into the crisis stabilization center at 63311 Jamison St. in Bend, Monday through Friday from 8 a.m. to 4 p.m.***

***You can also call the Deschutes County Crisis Line at 541-322-7500 ext. 9.***



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### TOP LOCAL STORIES



▶ Small health clinics, pharmacies work to combat vaccine waste



▶ Permitting Patience: DNF officials say plan ahead for summer hikes



**Berkeley Homeless  
Services Panel of Experts**

To: Mayor and Members of the City Council  
From: Homeless Services Panel of Experts  
Submitted by: Carole Marasovic, Chair, Homeless Services Panel of Experts  
Subject: COVID-safe site visits to homeless services providers in preparation for reviewing funding proposals.

**RECOMMENDATION:** That Council refer to the City Manager to develop a plan for the Homeless Services Panel of Experts to conduct COVID-safe site visits, to homeless services providers, to begin as soon as possible.

**FISCAL IMPACTS:** Staffing will be required for the site visits. Staff can best assess those costs.

**CURRENT SITUATION and its EFFECTS:** The Homeless Services Panel of Experts is mandated to make recommendations on the best use of Measure P monies to fund homeless services. These recommendations are made annually. In order that the HSPE commissioners make thorough recommendations, commissioners must be properly informed of the nature of homeless services currently available in Berkeley. To do so, requires site visits to programs.

The Homeless Commission reviews community agency funding allocation proposals, making funding recommendations, and until the last cycle, had been doing so every two years. At the last cycle, in 2019, the City moved to a four-year cycle. Those community agency funding applications, in response to a City RFP, will be up for review again in 2023.

When the planned consolidated commission is implemented, the consolidation of HSPE and HC will require that the consolidated commission conduct not only Measure P funding recommendations but also review and make recommendations on community agency funding applications.

**ENVIRONMENTAL SUSTAINABILITY:** There are no identifiable environmental effects other than local transportation to programs.

**BACKGROUND.** On September 1, 2021, the Homeless Services Panel of Experts passed a motion as follows:

**Action:** M/S/C Marasovic/Kealoha-Blake move to have city council refer to the city manager to identify a COVID-19 safe means for the Homeless Services Panel of Experts—to be

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2180 Milvia Street, 5<sup>th</sup> Floor, Berkeley, CA 94704 Tel: 510.225.8035 TDD: 510.981.6903 Fax: 510.981.5450

E-mail: [hspe@cityofberkeley.info](mailto:hspe@cityofberkeley.info) |

[https://www.cityofberkeley.info/Clerk/Commissions/Commissions\\_Homeless\\_Services\\_Panel\\_of\\_Experts.aspx](https://www.cityofberkeley.info/Clerk/Commissions/Commissions_Homeless_Services_Panel_of_Experts.aspx)

*Homeless Services Panel of Experts*

consolidated with the Homeless Commission—to conduct site visits so that we can provide thorough assessments of city programs.

**Vote:** *Ayes:* Marasovic, Carrasco, Kealoha-Blake, Scheider.

*Noes:* Bookstein. *Abstain:* None. *Absent:* None.

RATIONALE for RECOMMENDATION: Throughout funding cycles, the Homeless Commission has found that there was no substitute for site visits to programs in preparation for reviewing the several dozen funding proposals that they would review in upcoming months, making funding recommendations. Site visits provide direct observations, and an opportunity for precise on-point questions, that better inform a written proposal to be submitted. A formal presentation, without site visits, does not provide a full picture of the program requesting funding.

The now almost two years long COVID pandemic has provided significant challenges. However, with those challenges, we have all learned to adapt while adopting COVID-safe protocol to accomplish our tasks.

The Homeless Commission and Homeless Services Panel of Experts concurrently conducted a site visit to Horizon Transitional Village at 742 Grayson with full attendance from both commissions. That experience provided information that whetted the appetite of commissioners who had previously not attended site visits to homeless services providers and showed that site visits, with correct protocol, could be conducted.

As to Measure P, a commitment was made to the voters that the use of these monies would be recommended by a panel with expertise in local homeless needs and services. That expertise is incomplete without visits to local programs currently funded.

ALTERNATIVE ACTIONS CONSIDERED: One commissioner raised concerns about conducting site visits during the pandemic.

CITY MANAGER: Concur or companion report.

CONTACT PERSON: Josh Jacobs, Homeless Services Coordinator, (510) 225-8035

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[https://www.cityofberkeley.info/Clerk/Commissions/Commissions\\_Homeless\\_Services\\_Panel\\_of\\_Experts.aspx](https://www.cityofberkeley.info/Clerk/Commissions/Commissions_Homeless_Services_Panel_of_Experts.aspx)



## Consent Calendar

### 2. 2021 Housing Trust Fund Request for Proposals Funding Reservations

**From: City Manager**

**Recommendation:** Adopt a Resolution to:

1. Reserve Housing Trust Funds and other currently available affordable housing funds, and forward reserve of up to \$17M in Measure O Bond funds from the third issuance (anticipated in 2025) and up to \$2.5M in FY2023 general funds from Measure U1 for the following proposals as detailed below:

Ashby Lofts (2909-2919 Ninth / Satellite Affordable Housing Associates /SAHA) at \$850,000, Ephesians Legacy Court (1708 Harmon / Community Housing Development Corporation / CHDC) at \$2,500,000, MLK House (2942-2944 MLK / Resources for Community Development / RCD) at \$1,178,974, St. Paul Terrace (2024 Ashby / Community Housing Development Corporation / CHDC) at \$2,500,000, Supportive Housing in People's Park (2556 Haste / Resources for Community Development / RCD) at \$14,359,593 (including up to \$3M for predevelopment).

2. Reserve the balance of recommended funds of approximately \$13M dollars for one of the CHDC-sponsored projects (Ephesians Legacy Court or St. Paul Terrace) to be determined based on the project's readiness and feasibility, and with the intent that once further predevelopment work has been completed, the City Manager, CHDC, and the HTF Subcommittee work together to recommend a specific project for fund reservation.

3. Prioritize future housing funds (including, but not limited to, HTF and Measure O funds) for the CHDC project (Ephesians Legacy Court or St. Paul Terrace) not fully funded through this RFP.

4. Condition predevelopment funding for new construction projects (Ephesians Legacy Court, St. Paul Terrace, and Supportive Housing in People's Park) on site control;

5. Authorize the City Manager to refinance existing HTF development loans to Ashby Lofts and MLK House and predevelopment loans for each project funded through this NOFA into new loans with terms consistent with the HTF Guidelines;

6. Approve the following waivers of the HTF Guidelines for MLK House: a. Waive Section IV.C.1 to allow a subsidy in excess of 40% of total development costs; and b. Waive Section IV.C.2 to allow an interest rate of 0% for the new loan (in line with Council's 2017 approval of 0% interest rate for the refinanced MLK House loan)

7. Allow Northern California Land Trust to submit a revised application for up to \$500k in Permanent Local Housing Allocation (PLHA) rehabilitation funds to support the renovation of 2207 Haste with the following conditions: a. Application submittal within 90 days of City Council action; and

b. include a scope of work consistent with renovations proposed and substantiated by an updated physical needs assessment.

8. Authorize the City Manager or her designee to execute all original or amended documents or agreements to effectuate these actions.

**Financial Implications:** See report

Contact: Lisa Warhuus, Health, Housing, and Community Services, (510) 981-5400

## Consent Calendar

### 3. **Funding Recommendation and Joint Homekey Application for Golden Bear Inn at 1620 San Pablo**

**From: City Manager**

**Recommendation:** Adopt three Resolutions approving the following actions in support of a Homekey program funding allocation by:

1. Reserving up to \$8,463,535 in affordable housing funds for the Golden Bear Inn permanent supportive housing project at 1620 San Pablo as proposed by a partnership between Memar Properties and Bay Area Community Services (BACS);
2. Authorizing the City Manager or her designee to prepare and submit a joint application together with Memar Properties and BACS for the State of California Housing and Community Development (HCD) Department's Homekey program for the Golden Bear Inn permanent supportive housing project.
3. Authorizing the City Manager or her designee to take actions needed for the City's participation in HCD's Homekey program, including entering into the State's Standard Agreement and any amendments.
4. Authorizing the City Manager or her designee to execute all original or amended documents or agreements to effectuate these actions.

**Financial Implications:** See report

Contact: Lisa Warhuus, Health, Housing, and Community Services, (510) 981-5400

### 4. **Jointly Apply for No Place Like Home Funding for Supportive Housing in People's Park at 2556 Haste**

**From: City Manager**

**Recommendation:** Adopt two Resolutions that enable the proposed Supportive Housing in People's Park project to access State of California No Place Like Home program funds by:

1. Authorizing the City Manager to prepare and submit a joint application for Supportive Housing in People's Park at 2556 Haste.
2. Authorizing the City Manager to take actions needed for the City's participation in the No Place Like Home program by adopting State requirements regarding submitting applications, entering into the State's Standard Agreement and other documents, and providing mental health services for tenants of the resulting housing.

**Financial Implications:** See report

Contact: Lisa Warhuus, Health, Housing, and Community Services, (510) 981-5400

## Action Calendar

*The public may comment on each item listed on the agenda for action as the item is taken up. For items moved to the Action Calendar from the Consent Calendar or Information Calendar, persons who spoke on the item during the Consent Calendar public comment period may speak again at the time the matter is taken up during the Action Calendar.*

*The Presiding Officer will request that persons wishing to speak use the "raise hand" function to determine the number of persons interested in speaking at that time. Up to ten (10) speakers may speak for two minutes. If there are more than ten persons interested in speaking, the Presiding Officer may limit the public comment for all speakers to one minute per speaker. Speakers are permitted to yield their time to one other speaker, however no one speaker shall have more than four minutes. The Presiding Officer may, with the consent of persons representing both sides of an issue, allocate a block of time to each side to present their issue.*

*Action items may be reordered at the discretion of the Chair with the consent of Council.*

## Action Calendar – Public Hearings

*Staff shall introduce the public hearing item and present their comments. This is followed by five-minute presentations each by the appellant and applicant. The Presiding Officer will request that persons wishing to speak use the "raise hand" function to be recognized and to determine the number of persons interested in speaking at that time.*

*Up to ten (10) speakers may speak for two minutes. If there are more than ten persons interested in speaking, the Presiding Officer may limit the public comment for all speakers to one minute per speaker. The Presiding Officer may with the consent of persons representing both sides of an issue allocate a block of time to each side to present their issue.*

*Each member of the City Council shall verbally disclose all ex parte contacts concerning the subject of the hearing. Councilmembers shall also submit a report of such contacts in writing prior to the commencement of the hearing. Written reports shall be available for public review in the office of the City Clerk.*

### 5. **Amending the PY21 Annual Action Plan to accept HOME-ARP Funds and Amending the Permanent Local Housing Allocation Five-Year Plan to Support a Homekey Project**

**From: City Manager**

**Recommendation:** Conduct a Public Hearing on:

1. The proposed HOME Investment Partnerships Program – American Rescue Plan (HOME-ARP) Allocation Plan, which the City will submit to the U.S. Department of Housing and Urban Development (HUD) as a substantial amendment to the PY2021 (FY2022) Annual Action plan;

2. The proposed Permanent Local Housing Allocation (PLHA) Five-Year Plan Amendment, which the City is required to submit to the California Department of Housing and Community Development (HCD) since the proposed amendments will result in a change in funding for eligible activities that exceeds 10% of the annual allocation. And upon conclusion, adopt two Resolutions authorizing the City Manager, or her designee, to:

1. Amend the PY2021 Annual Action Plan to accept \$2,735,696 in HUD's HOME-ARP funds. Allocate up to 15% (\$410,354) for administration and planning, up to 5% for operating expenses for a Community Housing Development Organizations (CHDO) or other nonprofit organizations, up to 5% for nonprofit capacity building, and the remainder (75-85%) (\$2,051,772 - \$2,325,342) to a proposed State of California Housing and Community Development (HCD) Homekey Program (Homekey) project. In the event that the HOME-ARP allocation is modified, the same formula will be used to allocate funds. If the funds are not used for a Homekey project the City will use HOME-ARP funds for another HOME-ARP approved project.

2. Amend the PLHA Five-Year Plan to allocate \$1,138,194 to a proposed HCD Homekey project.

3. Submit the approved PY2021 Annual Action Plan Substantial Amendment #1 to HUD, and accept any resulting agreements with HUD.

4. Submit the approved PLHA Five-Year Plan Amendment to HCD and accept any resulting agreements with HCD.

**Financial Implications:** See report

Contact: Lisa Warhuus, Health, Housing, and Community Services, (510) 981-5400

**BEN BARTLETT**

CITY COUNCILMEMBER, DISTRICT 3

CONSENT CALENDAR

November 9, 2021

To: Honorable Mayor and Members of the City Council  
 From: Councilmember Ben Bartlett  
 Subject: Budget Referral: Homeless Outreach Coordinator for South Shattuck Avenue and Adeline Street

RECOMMENDATION

Referral to the November Budget Annual Appropriations Ordinance to fund \$200,000 for a Homeless Outreach Coordinator for South Shattuck Avenue at Dwight Way to Adeline Street at 62nd Street.

BACKGROUND

This recommendation will connect Berkeley's Shattuck Avenue and Adeline Street unhoused population to local and regional services and housing programs. It will provide the data to meet City guidelines and policy goals. Allocating funds for a homeless outreach coordinator will also support the City of Berkeley in responding to South Berkeley community concerns over the myriad of inequitable impacts.

The City of Berkeley seeks to create an environment of compassion and inclusion for all members of the community, including the unhoused population. Tragically, as the unhoused population has increased along the South Shattuck Avenue and Adeline Corridor, so has the number of persons in crisis. Likewise, the neighborhood has also experienced an increase in unsanitary conditions endangering the health and well-being of the unhoused population, residents, and businesses.

To promote health and safety in South Berkeley, the Council should allocate sufficient funding to hire a Homeless Outreach Coordinator to provide focused and dedicated work with the homeless population from Shattuck Avenue and Dwight Way to Adeline Street and 62nd Street.

RATIONALE FOR RECOMMENDATION

To address the concerns of numerous individuals on safety and sanitation, the city should allocate funding for a homeless outreach coordinator. The presence of a homeless outreach coordinator will connect unhoused residents in the South Shattuck and Adeline Corridors to local and regional services and housing programs; provide data to meet City guidelines and policy goals, and help address community concerns. This will lead to more equitable and safe living conditions for the unhoused and housed residents, local businesses, and the community at large.

FISCAL IMPACTS OF RECOMMENDATION

November Budget Annual Appropriations Ordinance Budget  
 \$200,000: to employ a homeless outreach coordinator for a pilot year.

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