



Legislation Details (With Text)

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**Type:** Agreement      **Status:** Agenda Ready

**File created:** 10/30/2023      **In control:** Board of Supervisors

**On agenda:** 12/5/2023      **Final action:** 12/31/2023

**Title:** Director of Housing & Homeless Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200400B with The Ferguson Group for grant writing assistance, extending the contract for an additional year through June 30, 2024 with up to three yearly auto-renewals.

**Sponsors:** Board of Supervisors

**Indexes:**

**Code sections:**

**Attachments:** 1. Agreement

Date	Ver.	Action By	Action	Result
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**TO:** Board of Supervisors

**FROM:** Ryan J. Alsop, Chief Executive Officer

**REPORT BY:** Jennifer Palmer, Director of Housing & Homeless Services

**SUBJECT:** Amendment 1 to Agreement No. 200400B with The Ferguson Group

**RECOMMENDATION**

Director of Housing & Homeless Services requests approval of and authorization for the Chair to sign Amendment No. 1 to Agreement No. 200400B with The Ferguson Group for grant writing assistance, extending the contract for an additional year through June 30, 2024 with up to three yearly auto-renewals.

**EXECUTIVE SUMMARY**

On March 24, 2020 the County entered into an agreement with The Ferguson Group to provide grant writing assistance for Continuum of Care funding competition grants to the Department of Housing & Homeless Services. The purpose of this amendment is to extend the contract for an additional year, with an auto-renewal for up to three additional years. There are no other changes to the scope or budget of the contract. The Ferguson Group is not a local vendor and was selected through a competitive Request for Proposal (RFP) process.

**FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Department of Housing & Homeless Services
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This action is discretionary in that there is no mandate to contract with The Ferguson Group for grant writing or technical assistance.
Is the general fund affected?	No
Future fiscal impact:	Funding for this service will be budgeted each fiscal year for the term of the agreement.
Consequences if not approved:	If not approved, Napa County DHHS will be unable to received grant writing assistance essential to competitively position Napa County for Federal and State funds available through the Continuum of Care annual competition.
County Strategic Plan pillar addressed: Additional Information	Healthy, Safe, and Welcoming Place to Live, Work, and Visit

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

In 2020, Napa County Housing & Homeless Services (DHHS) selected the Ferguson Group through a competitive Request for Proposal (RFP) process to provide grant writing assistance for State and Federal funding available through the Continuum of Care annual funding competition. The Ferguson Group assists DHHS with applying for approximately \$750,000 annually in state and federal grant funding annually. These grants include the annual U.S. Dept. of Housing & Urban Development’s (HUD) Continuum of Care grant competition process, and the State’s Housing & Community Development’s (HCD) Emergency Solutions Grant (ESG) competition process. Both funding competitions provide critical administrative infrastructure, service delivery and rental assistance funding to the community.

The initial contract was approved under the purchasing authority of the County Executive Office, however per the County’s Purchasing Policy, this item must be reviewed and approved by the Board of Supervisors because it is being renewed for an additional three (3) years.

Approval of today’s actions renews the contract with The Ferguson Group for an additional year, with up to three additional auto-renewals. There are no other changes to the contract or budget.