

April 9, 2024

Honorable Mayor and City Council  
City of Long Beach  
California

**RECOMMENDATION:**

Recommendation to adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with First Rate Staffing, of Santa Fe Springs, CA, for temporary staffing services for the Project Homekey Interim Housing program at 1725 Long Beach Blvd., in a total amount not to exceed \$350,000, for the term of February 19, 2024, to May 31, 2024;

Recommendation to adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with Protection America, of Chatsworth, CA, for security services for the Project Homekey Interim Housing program at 1725 Long Beach Blvd., in a total amount not to exceed \$200,000, for the term of February 19, 2024, to May 31, 2024; and,

Recommendation to adopt a Resolution authorizing the City Manager, or designee, to execute a contract, and any necessary documents including any necessary subsequent amendments, with Everytable, of Los Angeles, CA, for meal delivery services for the Project Homekey Interim Housing program at 1725 Long Beach Blvd., in a total amount not to exceed \$150,000, for the term of February 19, 2024, to May 31, 2024. (District 1)

**DISCUSSION**

City Council approval is requested to enter into contracts with First Rate Staffing, Protection America, and Everytable to provide temporary staffing services, security services, and meal delivery services, respectively. These services will be used to support the Project Homekey Interim Housing program located at 1725 Long Beach Blvd. These services are needed to operate the site in the interim between the previous operator whose contract expired on February 18, 2024, and the new operator who will be taking over in May 2024.

The site is a 99-unit former hotel facility providing interim housing and supportive services for people experiencing homelessness, operating 24 hours a day, seven days a week, year-round. This property was acquired and converted by the City of Long Beach (City) in December 2020 and opened for operations as a non-congregate shelter in March 2021. Site operations and interim housing services have been provided under contract since March 2021; however, the previous contract expired on February 18, 2024, and the previous contractor has informed the City that they would no longer continue operations as of that date. The City has been operating

the site in the interim while a new contractor is onboarded. The Specifications for Request for Proposals (RFP) No. RFP-HE-23-326 to select a new operator were adopted by the City Council on March 12, 2024. The City anticipates operating the site on an interim basis from February 19, 2024, through May 31, 2024, while the contract is being finalized and executed.

City Charter Section 1801 requires that contracts for City purchases be awarded to the lowest responsible bidder after a competitive bid process but allows for awards without a competitive bid process when authorized by a Resolution adopted by the City Council.

This matter was reviewed by Deputy City Attorney Anita Lakhani on March 25, 2024, Administrative Analyst Tommy Ryan on March 15, 2024, and Budget Analysis Officer Greg Sorensen on March 19, 2024.

### TIMING CONSIDERATIONS

City Council action to adopt a Resolution and award a contract concurrently is requested on April 9, 2024, to ensure the contract is in place expeditiously.

### LEVINE ACT

This item is subject to the Levine Act. The Mayor, Councilmembers, and Commissioners who have received a contribution of more than \$250 within 12 months prior from a party, participant, or their representatives involved in this proceeding may do either of the following: 1) disclose the contribution on the record and recuse themselves from this proceeding; OR 2) return the portion of the contribution that exceeds \$250 within 30 days from the time the elected official knew or should have known about the contribution and participate in the proceeding.

All parties, participants, and their representatives must disclose on the record of this proceeding any contribution of more than \$250 made to the Mayor or any Councilmembers within 12 months prior to the date of the proceeding. The Mayor, Councilmembers, and Commissioners are prohibited from accepting, soliciting, or directing a contribution of more than \$250 from a party, participant, or their representatives during a proceeding and for 12 months following the date a final decision is rendered.

### EQUITY STATEMENT

The City has incorporated the Equity Toolkit into this recommendation as requested by the City Council on April 21, 2020. The services derived from this contract were completed in accordance with procurement procedures. This recommendation will assist people experiencing homelessness in Long Beach.

### FISCAL IMPACT

The total amount of the three contracts will not exceed \$700,000. Of this \$700,000, the Homeless Services Bureau has already requested approval for \$300,000 through Exceptions to Policy (ETPs) to ensure there are no gaps in services. Sufficient funding for this program has been secured through the State of California Homeless Housing, Assistance and Prevention

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grant and is currently budgeted in the Health Fund Group in the Health and Human Services Department. Any indirect costs that might not be eligible for grant funds will be funded by the Health Operating Fund, General Fund, or other eligible funds. There is no match or in-kind service mandate. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. The award of this contract will provide continued support to our local economy by assisting in the preservation of employment for fifteen full-time employees residing in Long Beach.

**SUGGESTED ACTION:**

Approve recommendation.

Respectfully submitted,



Alison King  
Director  
Health and Human Services

APPROVED:



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THOMAS B. MODICA  
CITY MANAGER