



AGENDA COVER MEMO

Memorandum Date: January 5, 2023

Order Date: February 7, 2023

TO: Board of County Commissioners

DEPARTMENT: Health & Human Services

PRESENTED BY: Eve Gray, Director

AGENDA ITEM TITLE: ORDER ___ / IN THE MATTER OF EXTENDING A SOLE SOURCE DETERMINATION OF ST. VINCENT DE PAUL FOR NAVIGATION SERVICES AT SAFE SLEEP SITES AND DELEGATING AUTHORITY TO THE COUNTY ADMINISTRATOR TO EXECUTE A CONTRACT AMENDMENT FOR THESE SERVICES.

I. MOTION

In the Matter of Extending a Sole Source Determination of St. Vincent De Paul for Navigation Services at Safe Sleep Sites and Delegating Authority to the County Administrator to Execute a Contract Amendment for these Services.

AGENDA ITEM SUMMARY

The Board is being asked to extend a sole source designation for St. Vincent de Paul of Lane County for Navigation Services at Safe Sleep Sites, and to delegate authority to the County Administrator sign a contract amendment with St. Vincent de Paul for these services.

II. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

A Request for Qualified Providers (RFQP) to provide Navigation Services for City of Eugene Safe Sleep Sites was published from February 2, 2022 through February 10, 2022. The RFQP covered the period March 1, 2022 through June 30, 2025.

Three sites were included in RFQP and each site was to be bid on as a separate project:

- 310 and 410 Garfield site (3.5 FTE) (193 residents)
- SquareOne Village Rosa Site (3343 Roosevelt Blvd) (1.0 FTE) (40 residents)
- Everyone Village site (3825 Janisse Street, Eugene Oregon 97405) (1.0 FTE) (up to 40 residents)

St. Vincent de Paul was the only provider to respond for the 310/410 Garfield site. Per the RFQP, if a single response is received for a project Lane County may consider the request process completed.

Staff posted a Notice of Intent (NOI) to designate a sole source and award a contract for 310 & 410 Garfield Safe Sleep to St. Vincent de Paul for the period March 1, 2022 through September 30, 2022 in the amount of \$147,000. The notice was posted from March 24, 2022 to March 30, 2022. No protests were received in response to this NOI. A sole source designation was signed by the County Administrator and Lane County entered into a contract with St. Vincent de Paul for these services.

B. Policy Issues

There are no negative policy implications related to making these sole source designations.

C. Board Goals

This action meets the Board's strategic plan priority 1: Safe and Healthy County. Lane County strives to provide services that positively impact the health, safety and quality of life of our community.

D. Financial and/or Resource Consideration

The Navigation Services at Safe Sleep Sites project is budgeted at \$374,295

for FY 22/23. Funding for these projects has been designated by the Lane County Human Services Division for FY22/23 and will be funded with State of Oregon Emergency Solutions Grant Program-COVID-21 (ESGCV2) funds.

E. Health Implications

Homeless individuals and families are more prone to mental and physical health problems. Poverty and homelessness are strongly associated with poor health outcomes and lowered life expectancy.

F. Analysis

Health & Human Services requests an extension of the designation of St. Vincent de Paul to provide Navigation Services for City of Eugene Safe Sleep Sites through June 30, 2025 in a total amount of \$798,000. This designation mirrors the RFQP that was conducted for these services.

H&HS believes that award of these contracts to St. Vincent de Paul of Lane County as a sole source is warranted, based on the following:

- 1) A Request for Qualified Providers to provide Navigation Services for City of Eugene Safe Sleep Sites was published from February 2, 2022 through February 10, 2022. The RFQP covered the period March 1, 2022 through June 30, 2025 in the amount of \$798,000 for the 310 /410 Garfield Site.
- 2) The Request for Qualified Providers stated that if Lane County received a single response for any of the project sites, that Lane County may consider the process closed for that site and move forward with requesting a sole source designation for those services.
- 3) One qualified provider responded for the 310/410 Garfield site: St. Vincent de Paul of Lane County.
- 4) A Notice of Intent (NOI) to designate a sole source and award a contract for 310 & 410 Garfield Safe Sleep to St. Vincent de Paul for the period March 1, 2022 through September 30, 2022 in the amount of \$147,000 was posted from March 24, 2022 to March 30, 2022.
- 5) No protests were received in response to this NOI. A sole source designation was signed by the County Administrator and Lane County entered into a contract with St. Vincent de Paul for these services for the period March 1, 2022 through September 30, 2022 in the amount of \$147,000.
- 6) A Notice of Intent (NOI) to extend the sole source designation of St. Vincent de Paul to provide Navigation Services at the safe sleep site located at 310 & 410 Garfield was posted for the period January 11, 2023 through January 19, 2023. This notice indicated that the sole source designation would be extended through June

30, 2025 and that the value of this sole source designation would be increased to \$798,000.

7) No protests were received in response to this NOI.

H&HS finds that extension of the sole source designation issued to St. Vincent de Paul for Navigation Services at Safe Sleep Sites is warranted for this project. This extension meets the requirements of ORS 279B.075 and does not diminish competition for these services.

G. Alternatives/Options

1. Approve an extension of the sole source designation to St. Vincent de Paul for Navigation Services at the 310 & 410 Garfield Safe Sleep Site and delegate authority to the County Administrator to sign a contract amendment with St. Vincent de Paul for these services.
2. Do not approve an extension of extension of the sole source designation to St. Vincent de Paul for Navigation Services at the 310 & 410 Garfield Safe Sleep Site and instruct staff to conduct a selection process for these services.

IV. RECOMMENDATION

H&HS recommends option 1.

III. ATTACHMENTS

Board Order

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 23-02-07-10

IN THE MATTER OF EXTENDING A
SOLE SOURCE DETERMINATION OF
ST. VINCENT DE PAUL FOR
NAVIGATION SERVICES AT SAFE
SLEEP SITES AND DELEGATING
AUTHORITY TO THE COUNTY
ADMINISTRATOR TO EXECUTE A
CONTRACT AMENDMENT FOR THESE
SERVICES

WHEREAS, Lane Manual Chapter 20 sets forth policy regarding the competitive award of contracts and policy regarding signatory authority of the County Administrator; and

WHEREAS, Lane County conducted a Request for Qualified Providers process selection process for Navigation Services at City of Eugene Safe Sleep Sites; and

WHEREAS, St. Vincent de Paul was the sole respondent to provide services at the 310 & 410 Garfield site for the period March 1, 2022 through June 30, 2025 in the amount of \$798,000; and

WHEREAS, St. Vincent De Paul was designated as a sole source for these services for the period March 1, 2022 through September 30, 2022 in the amount of \$147,000; and

WHEREAS, Lane County publicly indicated its intent to extend the sole source designation through June 30, 2025 for a total amount of \$798,000; and

WHEREAS, no protests were received in response to this notice; and

WHEREAS, the sole source determination extension is beyond the County Administrator's authority

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. The determination of St. Vincent de Paul as a sole source to Navigation Services at the 310 & 410 Garfield Safe Sleep Site is extended through June 30, 2025 for a total sole source period of March 1, 2022 through June 30, 2025 in the amount of \$798,000; and
2. Authority is delegated to the County Administrator to sign an amendment to the contract with St. Vincent de Paul as indicated in Exhibit A.

ADOPTED this 7th day of February, 2023.

Pat Farr, Chair
Lane County Board of Commissioners

Exhibit A – February 7, 2023 St. Vincent de Paul Amendment List

Amendments

					As Amended	
Contractor Name	Contract Title	Type	Amendment Amount	New Delegated Authority	Begin Date	End Date
St. Vincent de Paul	Navigation Services at Safe Sleep Sites	Expense	\$651,000	\$798,000	3/1/2022	6/30/2025