


CITY OF  
**ANTIOCH**  
CALIFORNIA

**STAFF REPORT TO THE CITY COUNCIL**

**DATE:** Regular Meeting of April 27, 2021

**TO:** Honorable Mayor and Members of the City Council

**SUBMITTED BY:** Rosanna Bayon Moore, Assistant City Manager 

**APPROVED BY:** Ron Bernal, City Manager

**SUBJECT:** Unhoused Resident Services – Amendment No. 2 to Consulting Services Agreement with Focus Strategies

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**RECOMMENDED ACTION**

It is recommended that the City Council adopt a resolution authorizing the City Manager to execute Amendment No. 2 to the Consulting Services Agreement with Focus Strategies.

**FISCAL IMPACT**

Not to exceed an additional \$60,000 for a total amount of \$133,500.

**DISCUSSION.**

On September 10, 2019, the City Council adopted a resolution approving a Consultant Services Agreement with Focus Strategies for an initial not to exceed fee of \$73,500. The scope of work generally consists of technical assistance to develop the City's strategic response to unhoused resident encampments. In August of 2020, an amendment to the agreement extended the term to August of 2021 with no other changes.

Focus Strategies has served as a critical resource for best practices in program design and implementation. This is especially important as the City seeks to expand efforts in this policy area and build organizational capacity to better serve Antioch's unhoused residents. Teaming up with the City's recently hired part-time Unhoused Resident Coordinator, Focus Strategies provides data-driven planning assistance in this new area of service delivery and system development.

With the engagement and utilization of Focus Strategies, staff have made notable progress over the last several months. Examples of technical guidance, input and work product to date include a Technical Memorandum regarding the Cost Estimate and Feasibility Considerations for Developing a Bridge Housing Program in a Leased Motel Site, Policy Guidelines for the City's Approach to Unhoused Resident Services, and the foundation for two demonstration activities recently launched – the Motel Voucher Program and the Laundry Voucher Program.

The reduction of encampments and address of unhoused resident needs are a high priority for the Antioch City Council. Focus Strategies is poised to assist with several anticipated deliverables, including the vetting and development of anticipated bid responses to the City's Bridge Housing Support Services Request for Proposals (RFP). The recommended amendment to the term and authorized budget will enable the City to continue strategic implementation of efforts to meet the needs of the unhoused population without interruption on a going forward basis.

**ATTACHMENTS**

A. Resolution

Exhibit A to Resolution – Amendment No. 2

B. Consulting Services Agreement and Amendment No. 1

**ATTACHMENT "A"**

**RESOLUTION NO. 2021/\*\***

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANTIOCH  
AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2  
WITH FOCUS STRATEGIES TO PROVIDE TECHNICAL ASSISTANCE  
FOR UNHOUSED RESIDENT SERVICES**

**WHEREAS**, on August 27, 2019 then Mayor Pro Tem Joy Motts and Council Member Lamar Thorpe who comprised the Homeless Encampment Ad Hoc Committee provided an update on pathways for addressing unhoused resident needs; and

**WHEREAS**, on September 10, 2019, the City Council adopted a resolution authorizing pursuit of a consultant for an Unhoused Resident Coordinator and a budget adjustment of up to \$100,000; and

**WHEREAS**, after soliciting bids for an Unhoused Resident Coordinator, the City acted to engage Focus Strategies to serve as an Unhoused Resident Coordinator Services Consultant; and

**WHEREAS**, Focus Strategies continues to provide technical assistance and subject matter expertise in key areas;

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Antioch hereby authorizes the City Manager to execute Amendment No. 2 to the consulting services agreement with Focus Strategies for Unhoused Resident Coordinator Services in an additional amount of **\$60,000, not to exceed a total amount of \$133,500 (Exhibit A)**.

\* \* \* \* \*

**I HEREBY CERTIFY** that the foregoing resolution was passed and adopted by the City Council of the City of Antioch at a regular meeting thereof, held on the 27<sup>th</sup> day of April, 2021 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**ABSENT:**

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**ELIZABETH HOUSEHOLDER  
CITY CLERK OF THE CITY OF ANTIOCH**

**AMENDMENT NO.2**

**CONSULTING SERVICES AGREEMENT  
Between the City of Antioch and  
Focus Strategies**

Effective as of the \_\_ day of April 2021, the City of Antioch ("City") and Focus Strategies ("Consultant"), enter into this Amendment No. 2 ("Second Amendment") to the Consulting Services Agreement Between the City of Antioch and Focus Strategies dated February 11, 2020 ("Agreement") as amended by Amendment No. 1 ("First Amendment") to the Agreement dated August 12, 2020. The parties agree to modify and amend the Agreement as follows:

**Section 1. SERVICES.**

**1.1 Term of Services**

The term of this Agreement shall begin on the date first noted above and shall end on June 30, 2022. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as provided for in Section 8.

**Section 2. COMPENSATION.** City agrees to pay the consultant an additional sum of \$60,000, for a total not to exceed \$133,500.

Except as modified herein all the remaining terms and provisions of the Consulting Services Agreement dated February 11, 2020 shall remain in effect. If any conflicts exist between the Consulting Services Agreement, Amendment Nos. 1 and 2, Amendment No. 2 shall govern.

*(all signatures are on the next page)*

CITY OF ANTIOCH:

FOCUS STRATEGIES:

By: \_\_\_\_\_  
Rowland E. Bernal, Jr.,  
City Manager

By: \_\_\_\_\_  
Megan H. Kurteff-Schatz,  
President

ATTEST:

By: \_\_\_\_\_  
Elizabeth Householder  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Thomas Lloyd Smith,  
City Attorney