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Planning and Development Department
Jennifer Clark, AICP, Director

MEMORANDUM

DATE: October 24, 2022

TO: GEORGEANNE A. WHITE, City Manager
Office of the Mayor & City Manager

FROM: PHIL SKEI, Assistant Director *PS*

SUBJECT: UNIQUELY QUALIFIED SERVICES CONTRACT WITH ELEVATE COMMUNITY SERVICES TO ADD THREE CASE MANAGERS TO THE TRAVEL INN TRIAGE SHELTER STAFF.

The purpose of this Memorandum is to request authorization to dispense with the City's standard Request for Proposal (RFP) process for contractors, set forth in Administrative Order 6-28, so that staff may ask Council to award contracts for services to Elevate Community Services as uniquely qualified to provide more attentive case management services to the tenants at the Travel Inn Triage Shelter.

Elevate Community Services is a recognized provider of facility and services to persons experiencing homelessness, having performed successful contract agreements with the City of Fresno. In 2021, during which time the City executed a waiver of procurement requirements related to certain emergency funding due to the pandemic, Elevate Community Services was selected to provide triage shelter operations and supportive services at Travel Inn from July 1, 2022 to December 31, 2023 using CDBG-CV funds. In order to provide the extensive supportive services and case management necessary at triage shelters the City proposes to contract with Elevate Community Services to add three additional case managers to improve the ratio of case managers to tenants.

The proposal, if funded by Council on November 17, 2022, would allow for \$253,266.21 in ESG-CV funds to be provided to Elevate Community Services to add three case managers to the current Travel Inn operations.

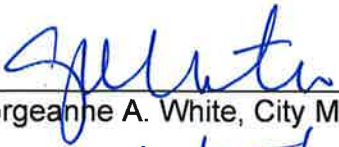
Given that Elevate is the current operator at the Travel Inn, Elevate Community Services is uniquely qualified to be granted the ESG-CV funds to increase staff and ensure tenants are provided the case management and connections to supportive services necessary. Therefore, staff seeks to forego the RFP process set forth in Administrative Order 6-28 to award a contract for three additional case managers to Elevate Community Services for homeless triage individuals impacted by COVID-19.

If you have any additional questions, or require additional information and data, please do not hesitate to contact me at 559-621-8012.

October 24, 2022

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✓ Approve _____ Denied


Georgeanne A. White, City Manager

10/25/22
Date