



**State of Florida
Department of Children and Families**

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

MEMORANDUM

DATE: August 16, 2022
TO: Shevaun L. Harris, Secretary
FROM: Daniel C. Penn, Assistant Secretary of Economic Self Sufficiency
SUBJECT: Approval Memorandum - Blanket Executive Leadership Approval for 27 Continuum of Care Homelessness Agreement Amendments.

ROUTING:

Approver	Signature	Date
Programmatic Approval Levels		
Contract Manager Supervisor		
Program Director		
Deputy Assistant Secretary of ESS		
Administrative Approval Levels		
Budget Office		
Office of Information Technology		
Quality Office		
Office of Contracted Client Services		
Office of General Counsel		
Executive Approval Levels		
Daniel C. Penn Assistant Secretary of ESS		
Taylor Hatch Deputy Secretary		
Molly McKinstry Chief of Staff		9/12/22
Shevaun L. Harris Secretary		9/12/22

Note: When building the approval flow, use the approver's listed in order from top to bottom. If an approver's signature is not required, insert N/A, and route to the next approver.

Contract Number	
Amendment Number	
Procurement Officer or Contract Manager	
Provider Name	
Contract Term	
Total Current Contract Amount	
Amendment Amount (+/-)	
Total Amended Contract Amount	
Total FY Amount	

PURPOSE:

The Economic Self Sufficiency (ESS) Office of Homelessness is requesting approval for 20 Homelessness contract amendments.

BACKGROUND:

The Department is engaging the Provider for the purpose of facilitating the development of the Continuum of Care (CoC) Plan and to further assist the local community through planning, coordinating, and monitoring the delivery of services to persons who are homeless or about to be homeless within the CoC service delivery area. This contract is intended through the General Appropriations Act to supplement the cost of staffing expenses for Continuum of Care activities, and to administer services under the Challenge Grant, Emergency Solutions Grant, Temporary Assistance for Needy Families Homelessness Prevention Grant.

KEY PROVISIONS:

This amendment will shift the remaining funding amounts from SFY 21/22 into SFY 22/23 for ESG-CV Services. This amendment adjusts the contract deliverables but does not change the contract dollar amount.

See Attached Spreadsheet for breakdown for each Agreement being amended.

ACTION REQUESTED:

The Secretary's approval for execution of the 27 Homelessness contract Amendments.

CONTACT INFORMATION:

Alvin Bush, Contract Manager Supervisor
 2415 N. Monroe St. Suite 400
 Tallahassee, FL 32303
 (850) 363-5622
Alvin.bush@myflfamilies.com

ATTACHMENTS:

Spreadsheet for 27 Continuum of Care Homelessness Renewal

Contract #	Amendment #	Provider Name:	Amendment Amount:
APZ10	0007	Opening Doors of NWFL Inc. (Santa Rosa)	\$1,138,256.26
APZ11	0007	Homelessness and Housing Alliance (Santa Rosa)	\$705,575.95
BPZ11	0008	Homeless and Hunger Coalition of Northwest Florida, Inc. dba Doorways of NWFL (PC)	\$804,422.19
BPZ12	0008	Big Bend Continuum of Care (Tallahassee)	\$237,790.55
CP005	0008	United Way of North Central FL	\$1,630,097.22
CP006	0007	United Way of Suwannee Valley	\$611,989.86
DP002	0007	Changing Homelessness	\$967,224.76
GPZ47	0006	Homeless Services Network of Central Florida	\$602,156.19
GPZ48	0006	Brevard Homeless Coalition	\$680,016.38
IP004	0005	Palm Beach County Division of Human Services	\$320,661.26
JP003	0006	Broward County Homeless Initiative Partnership	\$1,809,744.66
KP009	0005	Miami-Dade County Homeless Trust	\$228,078.19
KP010	0006	Monroe County Homeless Services CoC	\$329,406.18
NP005	0007	Volusia/Flagler County Coalition for the Homeless	\$64,234.14
NP006	0005	Flagler Hospital - St Augustine	\$418,599.59
PPZ60	0006	Mid Florida Homeless Coalition	\$425,318.40
PPZ61	0005	Marion County Board of County Commissioners	\$213,606.56
QPZ01	0005	Collier County Hunger and Homeless Coalition	\$303,836.96
QPZ02	0006	Lee County Continuum of Care	\$249,551.03
QPZ03	0006	Gulf Coast Partnership (Charlotte County)	\$253,897.56
QPZ04	0005	Suncoast Partnership to End Homelessness (Manatee and Sarasota County)	\$797,921.30
QPZ05	0006	Tampa Hillsborough Homeless Initiative	\$1,218,845.14
QPZ06	0006	Pinellas County Homeless Leadership Board	\$105,265.37
QPZ07	0006	Coalition for the Homeless of Pasco County	\$721,955.11
TPZ17	0005	Homeless Coalition of Polk County	\$293,905.78
TPZ18	0005	Heartland Coalition for the Homeless	\$117,314.41
ZP003	0006	Treasure Coast Homeless Services Council	\$275,806.99



State of Florida
Department of Children and Families

Ron DeSantis
Governor

Shevaun L. Harris
Secretary

MEMORANDUM

DATE: September 7, 2022

TO: Shevaun L Harris, Secretary

FROM: Mervat Attalla, Chief of Contracts and Procurement *MA*

SUBJECT: Approval Memorandum - Amendment #0005 to Contract #QPZ04 with Suncoast Partnership to End Homelessness, Inc.

ROUTING:

Approver	Signature	Date
Programmatic Approval Levels		
Alvin Bush Contract Manager Supervisor	<i>Alvin Bush</i>	9/9/2022
Patti Grogan TB Program Director	<i>Patti Grogan</i>	10/4/2022
Shila Salem Deputy Assistant Secretary of ESS	<i>Shila Salem</i>	10/11/22
Administrative Approval Levels		
Joseph Walker Budget Office	Joseph Walker	10/5/2022
Cole Sousa Office of Information Technology	NA	
Sharron Washington Quality Office	NA	
Jason Seabolt Office of Contracted Client Services	<i>Jason Seabolt</i>	10/5/2022
Michael Greif Office of General Counsel	Michael A. Greif	10.14.22
Executive Approval Levels		
Daniel C. Penn Assistant Secretary of ESS	Casey Penn	10/28/22
Taylor Hatch Deputy Secretary		
Molly McKinstry Chief of Staff		
Shevaun L. Harris Secretary		

Note: When building the approval flow, use the approver's listed in order from top to bottom. If an approver's signature is not required, insert N/A, and route to the next approver.

Contract Number	QPZ04
------------------------	-------

Effective May 18, 2022
(PMT-30-2122)

Amendment Number	0005
Procurement Officer or Contract Manager	Marsha Hines, Contract Manager
Provider Name	Suncoast Partnership to End Homelessness, Inc.
Contract Term	07/01/2019 – 6/30/2025
Total Current Contract Amount	\$4,617,754.10
Amendment Amount (+/-)	\$0.00
Total Amended Contract Amount	\$4,617,754.10
Total FY Amount	\$1,234,064.15

PURPOSE:

The Office of Contract and Procurements is seeking approval to execute an amendment to Contract QPZ04 with Suncoast Partnership to End Homelessness, Inc. to add ESG-CV services into State Fiscal Year 2022-2023. The effective date is July 1, 2022.

BACKGROUND:

The Department is engaging the Provider for the purpose of facilitating the development of the Continuum of Care (CoC) Plan and to further assist the local community through planning, coordinating, and monitoring the delivery of services to persons who are homeless or about to be homeless within the CoC service delivery area. This contract is intended through the General Appropriations Act to supplement the cost of staffing expenses for Continuum of Care activities, and to administer services under the Challenge Grant, Emergency Solutions Grant, Temporary Assistance for Needy Families Homelessness Prevention Grant.

KEY PROVISIONS:

This amendment will shift the remaining funding amounts from SFY 21/22 into SFY 22/23 for ESG-CV Services. The deliverables for SFY 22-23 are lower than SFY 21-22 because the new deliverable numbers only account for the number of individuals that can be served with the remaining balance of ESGCV funds. This amendment adjusts the contract deliverables but does not change the contract dollar amount.

ACTION REQUESTED:

The Secretary's approval and execution of Amendment.

CONTACT INFORMATION:

Holly Lee, Senior Contract Manager
 2415 N. Monroe St. Suite 400
 Tallahassee, FL 32303
 (904) 652-3786
holly.lee@myflfamilies.com

ATTACHMENTS:

Amendment 0005

AMENDMENT #0005

Contract #QPZ04

Effective July 1, 2022, this amends the above referenced **Contract as follows:**

1. The highlighted portion below amends D-2.3.5. last addressed in Amendment #0003. The non-highlighted portions are for contextual purposes only and are unaffected by this Amendment.

D-2.3.5 ESG-CV Emergency Shelter Activities – The ESG-CV Emergency Shelter Projects will serve, at a minimum, the following number of individuals each month.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each month	N/A	160	275	10

2. The highlighted portions below amend D-2.3.6. through D-2.3.8., last addressed in Amendment #0002. The non-highlighted portions are for contextual purposes only and are unaffected by this amendment.

D-2.3.6 ESG-CV Street Outreach Activities – The ESG-CV Street Outreach Projects will serve, at a minimum, the following number of individuals each month.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each month	0	0	10	7

D-2.3.7 ESG-CV Homelessness Prevention Activities – The ESG-CV Homelessness Prevention Projects will serve, at a minimum, the following number of individuals each month.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each month	0	0	0	0

D-2.3.8 ESG-CV Rapid Re-Housing Activities – The ESG-CV Rapid Re-Housing Projects will serve, at a minimum, the following number of individuals each month.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each month	0	3	6	7

AMENDMENT #0005

Contract #QPZ04

3. The highlighted portion below amends D-3.3.5. last addressed in Amendment #0003. The non-highlighted portions are for contextual purposes only and are unaffected by this amendment

D-3.3.5 ESG-CV Emergency Shelter Activities – The ESG-CV Emergency Shelter Projects will serve, at a minimum, the following number of individuals each fiscal year.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each FY	0	1440	1925	120

4. The highlighted portion below amends D-3.3.6. and D-3.3.8, last addressed in Amendment #0002. The non-highlighted portions are for contextual purposes only and are unaffected by this amendment

D-3.3.6 ESG-CV Street Outreach Activities – The ESG-CV Street Outreach Projects will serve, at a minimum, the following number of individuals each fiscal year.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each FY	0	0	120	84

D-3.3.8 ESG-CV Rapid Re-Housing Activities – The ESG-CV Rapid Re-Housing Projects will serve, at a minimum, the following number of individuals each fiscal year.

Fiscal Year (FY)	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Total Individuals served each FY	0	27	72	84

4. The highlighted portions below amend the table in F-2.1 was last addressed in Amendment #0004. The non-highlighted parts are for contextual purposes only and are unaffected by this Amendment.

F-2.1 This is a multi-year fixed price and/or cost reimbursement contract for the provision of services to homeless persons. The Department shall pay the Provider for the delivery of service units provided in accordance with terms of this contract for a total dollar amount not to exceed \$4,617,754.10 subject to availability of funds. The total contract amount shall be allocated as follows:

FISCAL YEAR	ANNUAL FUNDING
2019-2020	\$436,142.85
2020-2021	\$741,683.46
2021-2022	\$1,333,577.94

AMENDMENT #0005

Contract #QPZ04

2022-2023	\$1,234,064.15
2023-2024	\$436,142.85
2024-2025	\$436,142.85
Total	\$4,617,754.10

5. The highlighted portions below amend F-2.1.6., last addressed in Amendment 0002. The non-highlighted parts are for contextual purposes only and are unaffected by this Amendment.

F-2.1.6 Emergency Solutions Grant - CV (ESG-CV) – The Department agrees to pay for the service units at the prices and limits listed below for Lead Agency ESG-CV Activities.

FISCAL YEAR	UNIT OF SERVICE	UNITS	RATE	FISCAL YEAR TOTAL
2019-2020	One Month of Eligible ESG-CV Activities	N/A	N/A	N/A
2020-2021	One Month of Eligible ESG-CV Activities	N/A	N/A	\$305,540.61
2021-2022	One Month of Eligible ESG-CV Activities	N/A	N/A	\$897,435.09
2022-2023	One Month of Eligible ESG-CV Activities	N/A	N/A	\$797,921.30
Total				\$2,000,897.00

6. Section F-2.1.7.5, last addressed in Amendment 0002, deleted in its entirety
7. All provisions in the Contract and any attachments thereto in conflict with this Amendment are changed to conform with this Amendment. All provisions not in conflict with this Amendment are still in effect and are to be performed at the level specified in the Contract. This Amendment and all its attachments are made a part of the Contract.

AMENDMENT #0005

Contract #QPZ04

IN WITNESS THEREOF, the parties cause this Amendment to be executed by their duly authorized officials.

PROVIDER: Suncoast Partnership to End Homelessness, Inc.

DEPARTMENT: Florida Department of Children and Families

SIGNED BY: Chris Johnson

SIGNED BY: Shevaun L. Harris

NAME: Chris Johnson

NAME: Shevaun L. Harris

TITLE: Chief Executive Officer

TITLE: Secretary

DATE: 12/8/2022 | 5:56 PM EST

DATE: 12/8/2022 | 6:10 PM EST