

Office of the City Manager

## TO BE DELIVERED AGENDA MATERIAL

**Meeting Date:** October 21, 2003

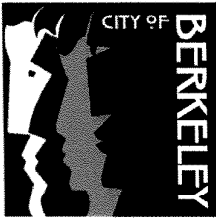
**Item Number:** 32

**Item Description:** Contract Amendment: Storage Lockers for the Homeless

A handwritten signature in black ink, appearing to read "Nelson Phillips", written over a horizontal line.

City Manager Signature

*(This cover sheet should be used only if the agenda item the material refers to was listed on the agenda as To Be Delivered)*



Office of the City Manager

CONSENT CALENDAR  
October 21, 2003

To: Honorable Mayor and  
Members of the City Council

From: Weldon Rucker, City Manager

Subject: Contract Amendment: Storage Lockers for the Homeless  
CF# 025-03

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute amendments to the contract with Shattuck Avenue Self Storage for the provision of storage lockers for the homeless to increase the amount by \$50,000 for a total not to exceed \$100,000; to extend the period on a month-to-month basis from October 1, 2003 through September 30, 2004; and during this period the program will be transitioned to community-based homeless service sites and the City will continue to maintain limited emergency storage capacity at a commercial storage facility.

FISCAL IMPACTS OF RECOMMENDATION

The current contract with Shattuck Avenue Self-Storage for rental of ninety-nine lockers for homeless people is approximately \$50,000 annually. Similar costs can be expected if homeless service providers operate the program and the City maintains a small number of commercial lockers for emergency use. The success of the current program and any future modification of it are contingent on adequate staffing and management at any location(s), and the City should not expect to see cost reductions for this activity.

Funds for this contract amendment are available in the current year budget in the General Fund, budget code 010-4445-440.50-10, and the contract has been entered into the City contract database and assigned Contract Management System (CMS) number LAC2RA.

CURRENT SITUATION AND ITS EFFECTS

The Homeless Storage Locker Program has operated for over ten years, with increased attention in the past eighteen months due to neighborhood concerns and the identification of alternative approaches to delivering this service. The most recent annual contract with Shattuck Avenue Self-Storage expired on September 30, 2003 and should be renewed on a month-to-month basis pending the issuance of a RFP to obtain bids from community-based agencies to provide this service at homeless program sites.

The Suitcase Clinic, a non-profit volunteer organization serving homeless people with medical and social service needs, circulated a proposal earlier in the year to locate storage lockers at existing homeless service sites. The original proposal recommended volunteer staffing to administer the program. The Suitcase Clinic proposal has been revised, is submitted to Council along with the present report, and includes a budget for personnel. From a programmatic standpoint, the Suitcase Clinic proposal represents an optimal approach.

The Suitcase Clinic's proposal contains a recommendation that lockers be significantly reduced in size from the current units at Shattuck Avenue Self-Storage (4' x 4' x 5') to hold, for example, only sleeping supplies, hygiene items and dry clothing. This recommendation is based on their assessment with consumers, of minimum storage needs and the desire for additional locker capacity through efficient use of space.

Staff supports the shift to a smaller size for the majority of lockers, regardless of location, and further recommends that the City maintain a limited number of the larger size units for brief emergency storage only. Emergency units would be reserved for use by City staff in assisting with encampments, evictions of at-risk individuals, and similar emergencies and would be restricted to very short-term use. The policy question of creating additional homeless storage capacity through use of a smaller locker will be addressed through the proposal and bidding process.

### BACKGROUND

With the intent of mitigating neighborhood impacts from the locker program by decentralizing it, staff recommended to Council in March 2003, that fifty lockers be relocated from Shattuck Avenue Self-Storage to another commercial facility and that lockers of similar size be provided. Council approved this recommendation with the condition that lockers not be reduced at Shattuck Avenue Self-Storage until replacements were secured and available. Staff then canvassed other commercial providers to assess availability, space and cost, and the Purchasing Division recommended that a Request for Information (RFI) be issued to assess vendor interest and to solicit ideas. Further discussion of the revised Suitcase Clinic proposal led to a recommendation to proceed directly with a RFP.

#### *Neighborhood Concerns*

Staff has met several times over the past eighteen months with residents living proximate to Shattuck Avenue Self-Storage, most recently on June 11, 2003. At each of these meetings, residents have expressed serious concern about problematic behavior that they attribute to clients of the Homeless Storage Locker Program. Neighbors have made it clear at each of these meetings that they expect nothing less than removal of this program from Shattuck Avenue Self-Storage. After thorough investigation, staff has concluded that while some of the complaints about homeless people can be attributed to clients of the storage facility, many of the complaints appear to be anecdotal and/or problems with homeless persons who do not use the facility.

Both HHS and Berkeley Police remain on-call to respond to neighborhood complaints, both on an individual and programmatic basis, if necessary. Staff has not received any complaints since

the June 2003 meeting, however, based on discussion with neighbors, this may not indicate an absence of complaints or problems.

RATIONALE FOR RECOMMENDATION

Review of the Suitcase Clinic proposal led to a modification of the March 2003 staff recommendation to relocate lockers to another commercial facility. A reduced size locker will mitigate the potential for hoarding and related problems and create the possibility of increased capacity. Co-location of storage lockers at homeless service sites will improve access to lockers and to other homeless services. Preliminary discussions with homeless providers indicate support for the concept and an appreciation of the costs to operate this service. The RFP will determine bidders' capacities to assume this service.


ALTERNATIVE ACTIONS CONSIDERED

Staff has considered renewing the Shattuck Avenue Self-Storage contract without change or with the relocation of some or all of the lockers to another commercial facility. While these options remain should the RFP prove unsuccessful, the new approach described in detail in the Suitcase Clinic proposal offers substantial benefits over the current program.

CONTACT PERSON

Harvey Tureck, Manager of Mental Health, 981-5213

Approved by:

  
\_\_\_\_\_  
Fred Medrano, Director  
Department of Health and Human Services

RESOLUTION NO. -N.S.

AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENTS TO THE CONTRACT WITH SHATTUCK AVENUE SELF STORAGE FOR THE PROVISION OF STORAGE LOCKERS FOR THE HOMELESS TO INCREASE THE AMOUNT BY \$50,000 FOR A TOTAL NOT TO EXCEED \$100,000; TO EXTEND THE PERIOD ON A MONTH-TO-MONTH BASIS FROM OCTOBER 1, 2003 THROUGH SEPTEMBER 30, 2004; AND DURING THIS PERIOD THE PROGRAM WILL BE TRANSITIONED TO COMMUNITY-BASED HOMELESS SERVICE SITES AND THE CITY WILL CONTINUE TO MAINTAIN LIMITED EMERGENCY STORAGE CAPACITY AT A COMMERCIAL STORAGE FACILITY

WHEREAS, the City of Berkeley provides multiple services to homeless people; and

WHEREAS, homeless people have the need for property storage facilities in order to conduct personal business and re-establish housing and employment; and

WHEREAS, the City of Berkeley wishes to reduce the community impact of homeless people living on the streets with significant personal property; and

WHEREAS, Shattuck Avenue Self-Storage has provided storage lockers for homeless people through a sole source contract for ten years; and

WHEREAS, funds are available in the current year budget in the General Fund, budget code 010-4445-440.50-10 and the contract has been entered into the City contract database, and assigned CMS number LAC2RA.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute amendments to the contract with Shattuck Avenue Self-Storage for the provision of storage lockers for homeless people to increase the amount by \$50,000 for a total not to exceed \$100,000; to extend the period on a month-to-month basis from October 1, 2003 through September 30, 2004; and during this period the program will be transitioned to community-based homeless services sites and the City will continue to maintain limited emergency storage capacity at a commercial storage facility. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.