

CITY COUNCIL AGENDA TOPIC

Resolution authorizing the execution of (1) a Professional Service Agreement with 4 Tomorrow in the amount of \$672,350, plus all applicable taxes, with an option to extend to June 1, 2025, for a total contract amount not to exceed \$900,000, to complete the development of, and facilitate, a Safe Parking Pilot Program, and (2) a no-cost Lease Agreement with 4 Tomorrow to use facilities and property at 515 116th Avenue NE for the Safe Parking Pilot Program.

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City Manager's Office

EXECUTIVE SUMMARY**ACTION**

This resolution authorizes the execution of (1) a Professional Services Agreement with 4 Tomorrow in the amount of \$672,350, plus all applicable taxes, with an option to extend to June 1, 2025, for a total contract amount not to exceed \$900,000, to complete the development of, and facilitate, a Safe Parking Pilot Program, and (2) a no-cost Lease Agreement with 4 Tomorrow to use facilities and property at 515 116th Avenue NE for the program.

RECOMMENDATION

Move to adopt Resolution No. 10353

BACKGROUND/ANALYSIS**History**

The City of Bellevue supports an array of services, programs and facilities with the intent of responding to the needs of individuals experiencing homelessness. As part of this work, the City has been actively working on how to address the needs of residents living in their vehicles. The City began exploring Safe Parking options as part of the Livable City Year project, in 2018. The City Council adopted a 2021-2023 Council Priority to “explore a safe parking program for homelessness response” (17). In 2022, Council held a study session and directed staff to develop a framework for implementing a Safe Parking program. In 2023, Council heard an information-only session presented by City Manager Office staff outlining next steps in the launch of a safe parking program. The City subsequently released a series of Requests for Proposal later that year in order to seek out a vendor, eventually selecting 4 Tomorrow, and entered into contract negotiations. City staff also completed a permitting process in order to use the site for Safe Parking.

A count of vehicular residents in July 2023 found at least 54 vehicles serving as residences, a significant subset of the 285 separate individuals the City’s Homelessness Outreach staff served in 2023. Individuals residing in their cars that the homelessness outreach team served in 2023 consisted of people with a wide range of experiences and array of circumstances, from elderly single adults on fixed income to families with young children. The eastside of King County has limited Safe Parking options, and the program being added in Bellevue will be the first in the city to offer services to families

who live in their vehicles.

Vendor Details

Following an extensive request for proposals process, the City has selected 4 Tomorrow as the program operator. 4 Tomorrow is a local nonprofit that originated in Bellevue and serves families and those in need on the Eastside, and has a history of successfully delivering services to the City of Bellevue. Their facilitation of a Safe Parking program will include collaboration with i2 Strategies, a sub-contractor to 4 Tomorrow in the professional services agreement. i2 staff have extensive experience with addressing homelessness on the eastside, and also the design and implementation of programs serving those experiencing homelessness, including Safe Parking programs.

Program Details

The Safe Parking program will provide a static location for those living in their vehicles to park their cars, with a stated goal of helping those individuals to find and obtain stable housing. 4 Tomorrow will facilitate the Safe Parking program at 515 116th Avenue. 515 116th Avenue is City-owned property that was formerly the site for the men's shelter now known as Porchlight. This site was selected in part because of the availability of a day center facility, including functional restrooms, laundry facilities, kitchen facilities, and other indoor spaces that will afford vehicle residents safety, stability and support.

The contract outlines the requirement that 4 Tomorrow implement a security plan that includes a client screening process, enforcement of a code of conduct for program participants, ongoing collaboration with the Bellevue Police Department, on-site staffing any time the day center is open, the 24/7 availability of staff to respond to emergencies, and regular security patrols. 4 Tomorrow will have a zero tolerance policy for use of illegal drugs on site, leading to either suspension or expulsion from the program. They would also refer anyone in such a situation to their mental health program, or other treatment services. In addition, 4 Tomorrow has elected to install fencing around the sections of the property that will offer Safe Parking. The fencing along the northern property line will have privacy screening to further separate the Safe Parking program from the adjacent hotel.

In facilitating this program, 4 Tomorrow will hire two additional staff members to their Life Services team, in order to specifically serve Safe Parking participants in the program, to set and achieve goals, overcome obstacles, and build self-sufficiency through focus on issues such as housing stability, financial literacy and stability, legal or immigration support, educational achievement, and other key areas.

The day center will be open on a daily basis, for select hours in both the morning and evening. Facilities on site will be offered only to registered program participants. The parking lot will include a port-a-potty for client use when the day center is not open. The day center may expand hours to meet program participant need during extreme weather events.

In alignment with 4 Tomorrow's expertise, the program will prioritize serving families with children living in passenger vehicles. The program will also serve other populations, including couples, single adults, and people with pets. As necessary and if appropriate for the program, other vehicle types such as RVs may be included as well. All program participants will be initially screened by City of Bellevue Homelessness Outreach staff, before being referred to 4 Tomorrow for further screening and potential enrollment.

In addition to services offered on site, the Safe Parking Pilot will offer support to other safe parking programs within the City of Bellevue, including access to the day center and supportive case management for participants of those other safe parking programs. The aforementioned Livable City Year study of safe parking concluded that religious organizations may have the space provide, and interest in offering, safe parking. However, such organizations may lack the staff or expertise to launch a program. The potential for 4 Tomorrow to offer support to such entities creates the opportunity to grow the network of services and supports available to those living in their vehicles.

Community Engagement and Neighbor Notification

In preparing for the launch of the program, City staff conducted initial outreach to neighboring and nearby businesses on the block of 110th Ave NE bounded by 4th Street to the south and 8th to the north. The permitting process included a public comment period, and both public comments and individual conversations resulting from those comments informed requirements set forth in the permit for Safe Parking operations. One such requirement is that prior to program launch all neighboring properties within 500 feet be notified in writing that the program will launch.

Program Evaluation

City staff and 4 Tomorrow staff will meet at least monthly to analyze data and anecdotal evidence to assess program performance and determine areas for program improvement. This work will include a six month progress report. Data and outcomes collected will include demographic information, information related to employment and income status, housing status, services and referrals received by program participants, total number of program participants served and average length of program participation.

Safety is a key component of the program's success, both for program participants and for the neighboring community. 4 Tomorrow will maintain a record of comments from, and response to, neighboring businesses, and City staff will closely monitor, if needed, City emergency response and other incidents that occur on site. Both parties will use data and information generated by this monitoring to inform ongoing program development.

Potential Pilot Continuance

The initial term for the program ends on December 31, 2024. The lease and contract allow for an extension through June 1, 2025, at which time the City could consider continuing, modifying, or ending the pilot program. Eventually, 515 116th will be part of the City's Grand Connection. Consequently, any long-term continuance of the program would require relocation to a new site. City staff will provide recommendations to City Council based on aforementioned data and program evaluation.

POLICY & FISCAL IMPACTS

Policy Impact

This program implements 2021-2023 Council Priority #17, "explore a safe parking program for homelessness response." Further, it is consistent with the Comprehensive Plan policies to support an intentional local community response to homelessness with supportive services provided to families, youth, and single adults (HS-18).

Fiscal Impact

This action will obligate the City to an amount up to \$672,350, plus all applicable taxes, to complete the development of, and facilitate, a Safe Parking Pilot Program. Upon satisfactory performance, the City will have the option to extend the contract until June 1, 2025 for a total contract amount not to exceed \$900,000. Sufficient funding exists within the adopted 2023-2024 operating budget. If needed, additional funding for the extension will be requested in a subsequent budget process and will be subject to final budget appropriation.

OPTIONS

1. Adopt the Resolution authorizing the execution of (1) a Professional Service Agreement with 4 Tomorrow in the amount of \$672,350, plus all applicable taxes, with an option to extend to June 1, 2025, for a total contract amount not to exceed \$900,000, to complete the development of, and facilitate, a Safe Parking Pilot Program, and (2) a no-cost Lease Agreement with 4 Tomorrow to use facilities and property at 515 116th Avenue NE for the Safe Parking Pilot Program.
2. Do not adopt the resolution and provide alternative direction to staff.

ATTACHMENTS

- A. Safe Parking Pilot Program Professional Services Agreement
 - B. 515 116th Ave NE Lease
- Proposed Resolution No. 10353

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