

Municipality of Chatham-Kent
Community Human Services
Employment and Social Services

To: Mayor and Members of Council

From: Polly Smith, Director, Employment and Social Services

Date: October 26, 2022

Subject: Single Source – RFP R22-253 Housing Support and Service Navigation for Urban Indigenous Community Members

Recommendations

It is recommended that:

1. The service contract for homeless prevention services be awarded to Ska:Na Family Learning Centre for a time period up to 28 months and a total cost of \$175,000 (including HST).
2. The General Manager, Community Human Services and Director, Employment & Social Services be authorized to sign the necessary agreements.

Background

The Procurement By-law #166-2020 was adopted by Council on December 14, 2020. The Single Source section of the Procurement states the following:

A non-competitive direct award of Contract may be used to purchase Deliverables from Municipality funds only and with a value of \$100,000 or less with the prior approval of the CAO under the following circumstances:

- a. Where there is one (1) or no (0) Response to a competitive process;
- b. To recognize exclusive rights, or to maintain specialized products that must be maintained by the manufacturer or its representative or where the Municipality is contractually bound to purchase a Deliverable from one Supplier;
- c. To purchase an item for testing or trial use;
- d. Where Deliverables are in short supply due to market conditions, including geographic limitations and lack of competition;

- e. To exercise a purchase option under a rental contract;
 - f. To purchase Goods offered for sale by auction or tender;
 - g. Where a competitive method of purchasing could interfere with the Municipality's ability to maintain security or order, or to protect human, animal or plant life. For clarity, this exception only applies where the competitive method of purchasing is what causes the interference, not where the good or service being purchased affects the ability to maintain security or order, or protects human, animal or plant life.
 - h. Where an unforeseeable situation of urgency exists and competitive methods of purchasing would result in the Municipality's inability to obtain the Deliverable in time. For clarity, this exception cannot be used where the urgency was foreseeable;
- or,
- i. Where Deliverables relating to matters of a confidential or privileged nature are required and disclosure of these matters could reasonably be expected to compromise confidentiality, cause economic disruption, or otherwise be contrary to the public interest.

Census data shows that only 4.2% (more than 4400 residents of Chatham-Kent) are Indigenous yet up to 16% of people falling into homelessness identify as Indigenous. Indigenous people and other marginalized groups are over-represented in the local homelessness 'by name' list. To better serve these individuals and families, the guidelines for the Homelessness Prevention Program (HPP) suggest providing specialized services for this population. As part of the work towards reconciliation, Chatham-Kent Employment & Social Services is committed to providing more sustainable and improved supports to Indigenous community members. For the purposes of this program, 'Indigenous community members' includes all First Nations, Inuit, or Métis people who reside within Chatham-Kent. It may also include Indigenous people who are immigrants to Canada.

The Municipality of Chatham-Kent, Employment & Social Services Division (CKESS) posted a RFP in August of 2022 seeking an organization to deliver housing supports and assist with service navigation for Chatham-Kent community members, who wish to be part of the program and consider themselves to be Indigenous. The intent of the program is homelessness prevention and to provide better, culturally appropriate support for urban Indigenous people. The program will link individuals to any needed services, supports, and housing including Indigenous specific services. The program is to be funded by the new Homelessness Prevention Program (HPP) from the Ministry of Municipal Affairs and Housing (MMAH), for which the Municipality is a service manager.

The initial contract is planned to commence in December of 2022 and extend until March 31, 2024 (16 months) with the possibility of an additional one year extension in line with the expected provincial funding timeline.

Comments

Single sourcing these services to Ska:Na Family Learning Centre meets criteria a. Where there is one (1) or no (0) Response to a competitive process;

Employment & Social Services posted a RFP on the municipal website August 3, 2022 with a closing date of August 31, 2022. Ska:Na Family Learning Centre was the sole applicant for the RFP R22-253 and while that application did not meet all of the requirements of the program, the Director of Employment and Social Services worked with the Procurement Officer to negotiate a contract with Ska:Na Family Learning Centre to be brought back to Council.

At this time, the division believes that in Chatham-Kent, Ska:Na Family Learning Centre is the organization best positioned to provide this service. It is important that whenever possible, services for Indigenous people be delivered by Indigenous-led organizations. Ska:Na Family Learning Centre is an Indigenous non-profit organization with the board oversight and the infrastructure required. Further, this organization has the capacity, space, and staffing to begin services within a matter of a few weeks.

Areas of Strategic Focus and Critical Success Factors

The recommendations in this report support the following areas of strategic focus:

- ☐ Economic Prosperity:
Chatham-Kent is an innovative and thriving community with a diversified economy
- ☒ A Healthy and Safe Community:
Chatham-Kent is a healthy and safe community with sustainable population growth
- ☒ People and Culture:
Chatham-Kent is recognized as a culturally vibrant, dynamic, and creative community
- ☐ Environmental Sustainability:
Chatham-Kent is a community that is environmentally sustainable and promotes stewardship of our natural resources

The recommendations in this report support the following critical success factors:

- ☒ Financial Sustainability:
The Corporation of the Municipality of Chatham-Kent is financially sustainable

☒ Open, Transparent and Effective Governance:

The Corporation of the Municipality of Chatham-Kent is open, transparent and effectively governed with efficient and bold, visionary leadership

☐ Has the potential to support all areas of strategic focus & critical success factors

☐ Neutral issues (does not support negatively or positively)

Consultation

The Manager, Purchasing and Accounts Payable was consulted on the procurement process.

Financial Implications

The program is to be funded by the new Homelessness Prevention Program (HPP) from the Ministry of Municipal Affairs and Housing (MMAH).

Prepared by:

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Reviewed by:

April Rietdyk, RN, BScN, MHS, PHD PUBH
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Consulted and confirmed the content of the consultation section of the report by:

Jennifer Scherle, Manager, Purchasing & Accounts Payable

Attachment: None

C: Jennifer Scherle, Manager, Purchasing & Accounts Payable