



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: October 14, 2025

Title: Approval of Agreement with San Bernardino County for Homeless Services Program and Authorization to Issue Request for Proposals (RFP)

Background: The San Bernardino County Community Development and Housing Department (CDH) has awarded the City of Needles a one-time \$50,000 grant to expand homeless services and resources within the City. The Homeless Services Program Agreement establishes a partnership between the County and the City to provide outreach, sheltering, and supportive services for individuals and families experiencing homelessness during the contract term of September 1, 2025, through August 31, 2026.

Under the terms of the agreement, the City will receive a lump-sum payment to administer the program and will contract with qualified nonprofit or faith-based organizations through a competitive Request for Proposals (RFP) process. The City will develop the RFP parameters to ensure compliance with all County grant requirements, including mandatory insurance and reporting provisions for participating service providers.

The program will focus on direct outreach, case management, and short-term sheltering services, with data and performance reporting through the Homeless Management Information System (HMIS) and the Coordinated Entry System (CES). The City will oversee program implementation, monitor performance, and ensure compliance with all County and federal reporting standards.

Fiscal Impact: The City will receive \$50,000 in grant funding for Fiscal Year 2025–26. The funds may be used for personnel, operational costs, and consumable supplies necessary to provide outreach and shelter services, as outlined in the County agreement. The grant is fully funded by the County, and there is no impact to the City's General Fund.

Recommended Action: That Council:

1. Approve the Agreement between the City of Needles and the County of San Bernardino Community Development and Housing Department for the Homeless Services Program in the amount of \$50,000 for the term of September 1, 2025, through August 31, 2026, and authorize the City Manager to execute the Agreement on behalf of the City and to issue a Request for Proposals (RFP) to identify and contract with qualified nonprofit or faith-based organizations to implement outreach and sheltering services consistent with the Agreement. The City will establish RFP parameters ensuring compliance with all insurance and program requirements of the County grant; and,
2. Increased appropriations and estimated revenue by \$50,000 in a new County Homeless Grant Fund.

Submitted By: Patrick Martinez, City Manager

City Manager Approval: Patrick J. Martinez

Date: 10/9/2025

Other Department Approval (when required): Jill Taura

Date: 10/10/2025