

1 [Contract Amendment - Five Keys Schools and Programs - Ellis Semi-Congregate Shelter -
2 Not to Exceed \$39,569,622]

3 **Resolution approving the second amendment to the contract agreement between the**
4 **Five Keys Schools and Programs and the Department of Homelessness and Supportive**
5 **Housing (“HSH”), for the provision of Ellis Semi-Congregate Shelter, extending the**
6 **term 24 months from June 30, 2026, for a total term of December 15, 2022, through**
7 **June 30, 2028, and increasing the agreement amount by \$12,272,629 for a new total**
8 **amount not to exceed \$39,569,622; and authorizing HSH to enter into any amendments**
9 **or other modifications to the Amendment that do not materially increase the**
10 **obligations or liabilities, or materially decrease the benefits to the City and are**
11 **necessary or advisable to effectuate the purposes of the Agreement.**

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13 WHEREAS, The mission of the Department of Homelessness and Supportive Housing
14 (“HSH” or “Department”) is to prevent homelessness when possible and make homelessness
15 rare, brief, and one-time in the City and County of San Francisco (“the City”) through the
16 provision of coordinated, compassionate, and high-quality services; and

17 WHEREAS, As of the 2024 Point-in-Time Count, there were approximately 8,323
18 people experiencing homelessness in San Francisco on any given night, 52% of whom were
19 unsheltered; and

20 WHEREAS, The City is committed to expanding and diversifying shelter services for
21 people living unsheltered in our community; and

22 WHEREAS, During San Francisco’s initial response to COVID-19, the City operated
23 the Shelter-in-Place Hotel (“SIP Hotel”) Program that provided 2,288 rooms across 25 sites, at
24 its highest capacity, for people living unsheltered in our community; and

1 WHEREAS, The 74-room building at 681-687 Ellis Street (“Site”) operated as a SIP
2 Hotel with the nonprofit Five Keys Schools and Programs (“Five Keys”) as the service
3 provider; and

4 WHEREAS, In May 2022, the Board of Supervisors authorized HSH to acquire the Site
5 for eventual use as permanent supportive housing through Resolution No. 184-22, a copy of
6 which is on file with the Clerk of the Board of Supervisors (“Clerk”) in File No. 220345; and

7 WHEREAS, In December 2022 when the SIP Hotel Program ended, HSH transitioned
8 the Site from a SIP Hotel into a semi-congregate shelter serving up to 134 guests under
9 HSH’s shelter portfolio; and

10 WHEREAS, HSH plans to continue to operate this site as semi-congregate shelter until
11 the conversion to permanent housing begins; and

12 WHEREAS, HSH awarded the Contract to Five Keys through the Department’s
13 streamlined contracting authority for homeless services under Administrative Code,
14 Chapter 21.B; and

15 WHEREAS, Five Keys has extensive experience operating shelter programs; and

16 WHEREAS, In December 2022, HSH and Five Keys entered into a Contract
17 Agreement for shelter operations and support services at Ellis Semi-Congregate Shelter
18 (“Original Agreement”); and

19 WHEREAS, The Original Agreement has a term of December 15, 2022, through
20 November 30, 2023, and a not to exceed amount of \$7,931,342; and

21 WHEREAS, The Original Agreement is on file with the Clerk of the Board of
22 Supervisors (“Clerk”) in File No. 260372, which is hereby declared to be part of this Resolution
23 as if set forth fully herein; and

24 WHEREAS, In December 2023, HSH and Five Keys entered into a First Amendment to
25 continue these services (“First Amendment”); and

1 WHEREAS, The First Amendment extended the term by 31 months from November
2 30, 2023, through June 30, 2026, and increased the not to exceed amount by \$19,365,651 for
3 a total amount not to exceed \$27,296,993; and

4 WHEREAS, On November 7, 2023, the Board of Supervisors adopted Resolution
5 No. 527-23, approving the First Amendment; and

6 WHEREAS, The First Amendment is on file with the Clerk in File No. 260372, which is
7 hereby declared to be part of this Resolution as if set forth fully herein; and

8 WHEREAS, The First Amendment is consistent with the Civil Service Commission's
9 approval obtained on August 15, 2022, under PSC No. 4675-22/23; and

10 WHEREAS, Five Keys served 388 adult clients at Ellis Semi-Congregate Shelter in
11 Fiscal Year 2024-2025; and

12 WHEREAS, HSH intends to enter into a Second Amendment to continue these
13 services by extending the term 24 months through June 30, 2028, and increasing the
14 maximum expenditure by \$12,272,629 for a total amount not to exceed \$39,569,622 (the
15 "Amendment"); and

16 WHEREAS, The Amendment is consistent with the Civil Service Commission's
17 approval obtained on March 16, 2026, under PSC No. DHRPSC0002962; and

18 WHEREAS, The Amendment requires Board of Supervisors approval under Charter,
19 Section 9.118; now, therefore, be it

20 RESOLVED, The proposed Amendment contained in File No. 260372, is substantially
21 in final form, with all materials terms and conditions included, and only remains to be executed
22 by the parties upon approval of this Resolution; and, be it

23 FURTHER RESOLVED, That the Board of Supervisors authorizes HSH to make any
24 modifications to the Amendment, prior to its final execution by all parties, that HSH
25 determines, in consultation with the City Attorney, are consistent with this Resolution, in the

1 best interest of the City, do not materially increase the obligations or liabilities of the City, are
2 necessary or advisable to effectuate the purposes of the Amendment, and are in compliance
3 with all applicable laws, including City's Charter; and, be it

4 FURTHER RESOLVED, That within 30 days of the Amendment being fully executed by
5 all parties, HSH shall submit to the Clerk a completely executed copy for inclusion in File
6 No. 260372; this requirement and obligation resides with the Department, and is for purposes
7 of having a complete file only, and in no manner affects the validity of approved Amendment.

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15 Recommended:

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17 /s/ Shireen McSpadden_____

18 Shireen McSpadden

19 Executive Director

20 Department of Homelessness and Supportive Housing

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