



The City of San Diego

Staff Report

DATE ISSUED: April 10, 2025

TO: City Council

FROM: Homelessness Strategies and Solutions Department

SUBJECT: Approval of a Contract with Jewish Family Service of San Diego for the Safe Parking Program

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Council District(s): Districts 2, 7

OVERVIEW:

On October 23, 2024, the City of San Diego's (City) Purchasing and Contracting Department issued Request for Proposal (RFP) 10090216-25-V for operations of the Safe Parking Program with a closing date of December 17, 2024. The RFP included three Safe Parking models across four program sites including:

1. Safe Parking with accompanying camper trailers for families operated 24 hours per day, 7 days per week;
2. Safe Parking operated overnight only; and
3. Safe Parking operated 24 hours, 7 days per week.

Each of the three Safe Parking models provides unhoused individuals living out of their vehicles a temporary safe place to sleep overnight and access to critical assistance necessary to secure stable housing.

On February 14, 2025, the City of San Diego's (City) Purchasing and Contracting Department sent a Notice of Intent to Award to Jewish Family Service of San Diego (JFS) for the operation of four program sites.

PROPOSED ACTIONS:

1. Authorize the Mayor, or designee, to execute a contract between the City of San Diego and Jewish Family Service of San Diego to operate the Safe Parking Program for a total amount not to exceed \$14,090,896.34, with an initial term from the effective date of the contract through June 30, 2025, with four additional one-year option periods, contingent upon the adoption of the Appropriation Ordinance for the appropriate fiscal year and contingent upon the Chief Financial Officer furnishing a certificate that funds necessary for expenditure are, or will be, on deposit with the City Treasurer.

2. Declare that the approval of a contract with Jewish Family Service of San Diego for the Safe Parking Program is exempt from the California Environmental Quality Act (CEQA) pursuant to Public Resources Code Section 21080.10(c)(1) which exempts actions taken by a local agency to approve a contract for providing services for people experiencing homelessness including, but not limited to, case management, resource navigation, security services, residential services, and counseling services; and

DISCUSSION OF ITEM:

The Safe Parking Program provides unhoused individuals living in their vehicles with a temporary safe place to stay in addition to providing access to critical assistance. The program's ultimate goal is to connect individuals and families to stable housing. The program provides access to supportive services including restrooms, basic needs assistance, case management, housing navigation, and referrals to other resources. In addition, the program follows Housing First principles and offers supportive services to prepare program participants for the most appropriate longer-term or permanent housing intervention that best meet their needs.

JFS has operated the City's Safe Parking Program since 2018. The City's program currently includes four locations, three of which are on City property including Rose Canyon, Aero Drive, and Mission Valley. The fourth site located on Balboa Avenue is located on private property at JFS's main administrative campus. In addition to the four existing sites, the City is expanding the Safe Parking Program with a new facility located on City-owned property off Harbor Drive, also known as H Barracks.

The new contract with JFS includes the four locations on City property. The fifth site, located on JFS property, will be contracted separately due to the ownership of the underlying property. The effective date for the fifth site is July 1, 2025, with four additional option years.

The four City-owned sites included in this contract incorporates different program models as described below:

- Model #1: Camper Trailer – Rose Canyon
 - This site serves families in a model utilizing 19 recreational camper trailers provided to the City by the State of California. The trailers provide families a place to stay including beds, restrooms, showers, and private living spaces. The site is open 24 hours a day, 7 days a week. JFS will provide services under the contract for Rose Canyon commencing July 1, 2025.
- Model #2: Overnight Only – Aero Drive and H Barracks
 - The Aero Drive site operates 7 days a week from 6:00 p.m. to 7:00 a.m. and provides a minimum of 60 parking spaces for standard sized vehicles. JFS will provide services under the contract for Aero commencing July 1, 2025.
 - The H Barracks site will operate 7 days a week from 6:00 p.m. to 7:00 a.m. and have capacity for up to 190 parking spaces for a mix of standard size vehicles and oversized vehicles. JFS will provide services under the contract for H Barracks during the initial term commencing from the effective date.
- Model #3: 24 hours – Mission Valley
 - The site provides a minimum of 86 parking spaces for a mix of standard size vehicles and oversized vehicles and is open 24 hours a day, 7 days a week. JFS will provide services under the contract for Mission Valley commencing July 1, 2025.

The table below provides a high-level overview of the program budget for Fiscal Year 2025, representing the program costs associated with the soon to opened H Barracks site only. The Fiscal Year 2025 operating costs for the other three sites, Rose Canyon, Aero, and Mission Valley, are covered under an existing contract with JFS with a term ending June 30, 2025.

FY 25 Costs – H Barracks Only	
Spending Category	FY 25 Budget
Personnel Expenses	\$138,573.76
Non-Personnel Expenses	\$89,514.73
Administration	\$22,808.85
TOTAL	\$250,896.34

The table below provides projected costs during option periods:

Spending Category	H Barracks	Rose Canyon	Aero	Mission Valley	Total
Personnel Expenses	\$812,452.56	\$496,490.15	\$141,266.62	\$689,862.81	\$2,140,072.14
Non-Personnel Expenses	\$647,322.99	\$149,418.94	\$108,960.65	\$106,046.00	\$1,011,748.58
Administration	\$140,224.45	\$64,090.90	\$24,772.73	\$79,091.19	\$308,179.27
TOTAL	\$1,600,000.00	\$710,000.00	\$275,000.00	\$875,000.00	\$3,460,000.00

From March 1, 2024 through February 28, 2025, JFS has served 1,139 individuals through Safe Parking Program across all four existing sites. From March 1, 2024 through February 28, 2025, JFS has served 1,139 individuals, including 887 adults and 250 children, through Safe Parking Program across all four existing sites. A total of 836 individuals exited the program and 278 of those individuals exited to permanent housing situations.

City Strategic Plan Goal(s)/Objective(s):

This program directly relates to the City's Strategic Plan's Priority Area: Create Homes For All of Us by increasing access to housing and supportive services for San Diegans experiencing homelessness.

Fiscal Considerations:

The cost for this contract for the remainder of FY 2025 is \$250,896.34. Additional option periods under this contract are estimated at an annual amount of \$3,460,000 for operations at the four Safe Parking sites. Funding for the agreement is available in the General Fund (Fund 100000, BA 1716) and State of California Homeless Housing, Assistance and Prevention Program (HHAP) grants, contingent upon the adoption of the Appropriation Ordinance for the appropriate fiscal year and contingent upon the Chief Financial Officer furnishing a certificate that funds necessary for expenditure are, or will be, on deposit with the City Treasurer.

Charter Section 225 Disclosure of Business Interests:

Jewish Family Service has no natural person receiving more than 10% of the contracted amount and no individual owns more than 10%.

Environmental Impact:

On July 30, 2024, the City of San Diego City Council declared a shelter crisis in accordance with the provisions of California Government Code sections 8698-8698.4 (Resolution R-315738). As such, the approval of a contract with Jewish Family Service for the Safe Parking Program is not subject to CEQA pursuant to Government Code Section 8698.4(a)(4)(C) which states that CEQA does not apply to actions taken by a state agency or a city, county, or city and county to approve a contract to provide services for people experiencing homelessness to a homeless shelter constructed pursuant to, or authorized, by this section. These services may include, but are not limited to, case management, resource navigation, security services, residential services, and counseling services. For the purposes of this section, a "homeless shelter" includes a parking lot owned or leased by a city, county, or city and county specifically identified as one allowed for safe parking by homeless and unstably housed individuals (Government Code Section 8698.4(c)(1)).

Nevertheless, even if this activity is a project subject to CEQA, it would be exempt from CEQA pursuant to Public Resources Code Section 21080.10(c)(1) which exempts actions taken by a local agency to approve a contract for providing services for people experiencing homelessness including, but not limited to, case management, resource navigation, security services, residential services, and counseling services.

Climate Action Plan Implementation:

N/A – Does not have a connection to the CAP.

Equal Opportunity Contracting Information (if applicable):

This agreement is not subject to the City's Equal Employment Opportunity Outreach Program (San Diego Ordinance No. 18173, Municipal Code Sections 22.2701 through 22.2708)

This agreement is subject to the City's Non-Discrimination in Contracting Ordinance (San Diego Municipal Code Sections 22.3501 through 22.3517).

Previous Council and/or Committee Actions:

N/A

Planning Commission Actions:

N/A

Key Stakeholders and Community Outreach Efforts:

Jewish Family Service

Sarah Jarman

Director, Homelessness Strategies and Solutions
Department

Kristina Peralta

Deputy Chief Operating Officer

