



## CONSENT CALENDAR

### City of San Bernardino Request for Council Action

**Date:** May 15, 2024

**To:** Honorable Mayor and City Council Members

**From:** Charles A. Montoya, City Manager;  
Gabriel Elliott, Director of Community Development and Housing

**Department:** Community Development & Housing

**Subject:** **Approve Amendment #1 to the Community Action Partnership of San Bernardino County (CAPSBC) Vendor Services Agreement for the Mobile Shower Program (All Wards)**

**Recommendation:**

It is recommended that the Mayor and City Council of San Bernardino, California, approve Amendment No. 1 to the Vendor Services Agreement (VSA) with the Community Action Partnership of San Bernardino County (CAPSBC) for a one (1) year term extension to continue the Mobile Shower Program.

**Executive Summary**

Community Action Partnership of San Bernardino County (CAPSBC) has provided Mobile Shower and Laundry services to homeless clients throughout the City of San Bernardino during FY 2023-2024. This service is provided with the use of American Rescue Plan Act (ARPA) funds approved by Council on May 17, 2023. The amendment will provide CAPSBC the opportunity to provide these services for another program year.

**Background**

CAPSBC is the main contributor of mobile shower services in the City and oversees several mobile shower operations. CAPSBC, which is a brick-and-mortar, non-profit organization based in the City of San Bernardino, provides a wide array of resources to low-income individuals and families. In 2021, due to the COVID-19 pandemic, CAPSBC expanded their operations to include mobile shower and laundry services for the unhoused, providing hope and dignity.

During the Homeless Workshop held on October 27, 2022, the Council agreed there was a need to expand mobile shower services to unhoused individuals in the City to improve public health and hygiene for those experiencing homelessness. On December 7, 2022, the Council unanimously approved the use of \$150,000 in ARPA funds to expand the City's mobile shower services, which will help to remove barriers for individuals who lack housing and access to running water.

### **Discussion**

CAPSBC currently operates a Mobile Shower Program on the City's behalf, to address public health and safety concerns, and to provide unhoused individuals with a sense of hope and renewed self-esteem. The 28 feet mobile shower unit comes equipped with three (3) full-service restrooms (shower, sink, and toilet), including an ADA compliant restroom. The trailer also has an adjacent laundry area that contains two (2) washers and two (2) dryers allowing unhoused residents the ability to wash their clothing. There is an onboard water tank that can easily be re-filled by a faucet or garden hose connection. The mobile shower unit can relocate as needed to different areas of the City as long as there is a connection to a water system. A vacuum truck operated by rained, non-city staff (not volunteers) is used to empty the trailer.

The mobile shower unit is powered by a generator and shower times are limited to 15 minutes. Depending on the number of showers in a 4-hour period, the unit will use 50-100 gallons of water. This estimate does not include running the laundry utilities, which could add 10-30 additional gallons. CAPSBC employs 2 paid staff and works with different organizations to incorporate volunteers who will help hand out hygiene kits and, when possible, new clothing items donated by local businesses.

CAPSBC operates the mobile shower at a minimum of six (6) times per week. Each shower event will last approximately six (6) hours with one (1) hour for setup, four (4) hours for showers, and one (1) hour for cleanup.

Each guest receives clean towels, soap/shampoo, and if available clean undergarments and/or clothes. Each restroom is sanitized in between clients. It takes approximately eight (8) minutes to sanitize each restroom. Roughly thirty-six (36) clients are served at each event using all three (3) restrooms. It is estimated that 3,600 clients will be served over a one-year period.

CAPSBC partners with six (6) local community-based organizations (CBO's) within the City of San Bernardino through a Memorandum of Understanding (MOU) Agreement which allows CAPSBC the ability to setup its mobile shower unit on CBO's property and accessing water. CAPSBC markets the mobile showers on their company website and creates flyers that are dispersed to different organizations that serve the homeless community. CBO's also help to spread the word through their company websites.

The purpose of the contract extension is to provide CAPSBC the opportunity to expend the remaining amount of ARPA funds allocated for this program. There was a difficulty

executing Memorandums of Understanding (MOUs) between CAPSBC and the hosts of the mobile shower location. This one (1) year extension provides adequate time to expend the remaining funds.

**2021-2025 Strategic Targets and Goals**

This Mobile Shower Project aligns with Strategic Target and Goals No. 3, Improved Quality of Life. The project expands accessibility to showers through a mobile shower program that improves quality of life for unhoused residents and improves public health and hygiene, especially since unhoused residents typically lack access to running water.

**Fiscal Impact**

There is no fiscal impact to the General Fund as a result of this amendment. As of April 2024, CAPSBC has been able to expend fifty (50%) percent of the original \$50,000 ARPA fund allocation. This extension will provide CAPSBC adequate time to expend the remaining grant funds.

**Conclusion**

It is recommended that the Mayor and City Council of San Bernardino, California, approve Amendment No. 1 to the Vendor Services Agreement (VSA) with Community Action Partnership of San Bernardino County (CAPSBC) for a one (1) year term extension to continue the Mobile Shower Program.

**Attachments**

Attachment 1	CAPSBC Mobile Shower Agreement
Attachment 2	CAPSBC Amendment #1 to Mobile Shower Agreement

**Ward:**  
All Wards

**Synopsis of Previous Council Actions:**

August 4, 2021	Mayor and City Council received a report and discussed the allocation of ARPA funds.
December 7, 2022	Mayor and City Council approved a Homelessness Solutions Action Plan
December 7, 2022	Mayor and City Council authorized the use of \$24,500,000 in ARPA funds for the development of a Navigation Center, State of California Round 3 Projects, Homeless/Street Outreach and \$150,000 towards Mobile Shower Expansion.

February 1, 2023

Mayor and City Council declared a Homelessness State of Emergency.

May 17, 2023

Mayor and City Council approved Vendor Services Agreement with Community Action Partnership of San Bernardino County for Mobile Shower Services.