

# Agenda Report

**DATE:** September 21, 2015

**TO:** Honorable Mayor and City Council

**FROM:** Public Health Department

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH JOHN WESLEY COMMUNITY HEALTH INSTITUTE, INC. FOR THE PROVISION OF HIV/AIDS SERVICES**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines Section 15061(b)(3) as it will not have a potentially significant environmental effect and, therefore, falls under the "general rule" exemption;
2. Authorize the City Manager to enter into a contract without Competitive Bidding pursuant to City Charter Section 1002(F), contracts for professional or unique services, with John Wesley Community Health Institute, Inc. in an amount not to exceed \$300,000 for the provision of HIV/AIDS services;
3. Grant the proposed contract an exemption from the competitive selection process of the Competitive Bidding and Purchasing Ordinance, pursuant to Pasadena Municipal Code Section 4.08.049(B), contracts for which the City's best interests are served.

**BACKGROUND:**

The Pasadena Public Health Department (PPHD) is currently in the process of transitioning its HIV/AIDS clinical services to the John Wesley Community Health (JWCH) Institute, Inc., a Federally Qualified Health Center with over 20 years of experience serving those affected by HIV/AIDS. As part of this process a number of actions are required including notification to existing clients, negotiation and approval of a lease agreement between the City and JWCH and delegation of contracts from the County of Los Angeles Division of HIV and STD programs from the City to JWCH. It is

anticipated that this work will be completed and all clients transitioned to JWCH by November 30, 2015.

In order to ensure the continued operations of HIV/AIDS clinical programs during this period of transition, staff recommends contracting with JWCH as a service provider. Such an arrangement would be useful to close gaps in service resulting from staff vacancies, particularly in the areas of Medical Care Coordination and Mental Health – Psychotherapy (group and individual therapy), as well as to assist with record-keeping and billing of existing County contracts. As part of the transition, JWCH has met with Departmental employees affected by the transfer of clinical programming. It is anticipated that a number of staff will obtain employment with JWCH. The proposed contractual relationship would help this transition while being largely transparent to the client population.

Contracting with JWCH for these services in advance of the transition of clinical services is in the best interests of the City as well as the clients of the HIV/AIDS program. For this reason an exemption from the competitive selection process set forth in the Competitive Bidding and Purchasing Ordinance is requested.

The total not to exceed amount of the proposed contract is \$300,000 and will be funded by the Public Health Department's grant-funded contracts with the Los Angeles County Department of Public Health, Division of HIV/STD Programs.

**COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the City Council's Strategic Plan Goal to Ensure Public Safety by helping to provide continuity of service to clients who access their HIV/AIDS care through the Pasadena Public Health Department's safety net clinic.

**FISCAL IMPACT:**

The cost of this action is \$300,000 and will be addressed through the utilization of existing budget appropriations in Medical Care Coordination account # 811400-20323032-57128, Mental Health – Psychotherapy account # 811400-20323032-57129, Mental Health – Psychiatry account #811400-20323032-57136, Benefits Specialty account #811400-20323033-57138, and Dental Clinic account #811400-20323037-57133. It is anticipated that the entirety of this cost will be spent by the end of the fiscal year.

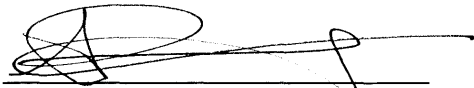
Respectfully submitted,



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Prepared by:



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Public Health Department

Approved by:



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MICHAEL J. BECK  
City Manager