



Agenda Report

May 21, 2018

TO: Honorable Mayor and City Council

THROUGH: Public Safety Committee (May 16, 2018)

FROM: Pasadena Police Department

SUBJECT: CONTRACT AWARD TO PUBLIC WORKS GROUP TO PERFORM EVALUATION OF PROPOSITION 47 BOARD OF STATE AND COMMUNITY CORRECTIONS (BSCC) GRANT FUNDED ACTIVITIES FOR THE PASADENA POLICE DEPARTMENT

RECOMMENDATION:

It is recommended that the City Council:

1. Find the proposed action to be categorically exempt under the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15301(b) (Existing Facilities) and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. Authorize the City Manager to enter into a contract with Public Works Group as a result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, for the evaluation of Proposition 47 (Prop 47) BSCC grant funded activities in an amount not to exceed \$168,000 over 38 months.

BACKGROUND:

On February 17, 2018, the Pasadena Police Department applied for Prop 47 grant funds. As a result, on June 20, 2017, the City was awarded \$2,511,537 in grant funds to be used over 38 months to provide mental health, substance abuse treatment, and supportive services to formerly incarcerated community members. The grant funding will address gaps in services and enhance existing services for local residents returning from incarceration and improve coordination between service providers. These services will be provided by the Flintridge Center under separate contract with the City and the City of Pasadena Department of Public Health. Lastly, the grant requires mandatory data collection and evaluation by an outside evaluation Contractor/Research Partner.

Contract with Public Works for data collection and evaluation of the Vision 20/20 project funded by BSCC Prop 47 grant
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On November 8, 2017, the City issued a Request for Proposal (RFP) which was advertised on Planet Bids, to select a qualified contractor to provide evaluation services related to the activities funded by the Prop 47 BSCC grant, which include outcome and process measures, development of quarterly progress reports, Local Evaluation Plan, a two-year preliminary evaluation report, and Final Local Evaluation Report. At that time only one proposal was received, however it was not responsive to the proposed scope of work requirements. On January 11, 2018, a second RFP was posted via Planet Bids, one vendor submitted a letter of intent, however no proposals were received by the due date.

The Pasadena Police Department and Finance Purchasing Division conducted a market survey and it was determined the medical license requirement set forth in the RFP was not necessary for the evaluation services. The solicitation was updated and the City re-issued the RFP on February 14, 2018. The electronic posting generated notices to 1956 vendors – including 183 local vendors, and documents were downloaded by 28 vendors. Further research was conducted and the posting was advertised to non-profits and government agencies with evaluation services, agencies that specialized in mental health evaluations, and the American Evaluation Association- Los Angeles chapter evaluators listing.

Two proposals were received by the March 15, 2018 due date and evaluated in accordance with the stated criteria listed in the RFP. The proposal evaluation panel included City staff from the Police Department which included a Police Lieutenant and a Management Analyst IV, as well as the President of the Flintridge Center. The list of proposers who participated in the RFP including their location and summary of evaluation scores can be found in Attachment A.

Public Works Group scored higher in the areas of being a local service provider in the City of Pasadena which allows for greater accessibility, and familiarization with the community and community partners. The company's entire research staff, including a data analyst, and clerical worker would put in time on the project. The team has strong expertise in program evaluation, and have a good understanding of potential challenges. To sum up the strengths, they are local, with a strong emphasis on analysis of data collection capacity and instruments, evaluation focused on both project outcomes and achieving project sustainability.

Public Works Group is a local Pasadena non-profit with knowledge of the target audience and understands the proposed project and evaluation needs for the program. It is recommended that Public Works Group be awarded the contract for this project. The proposed contract complies with the City's Competitive Selection process.

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COUNCIL POLICY CONSIDERATION:

The proposed action is consistent with the City Council's Strategic Plan Goal to ensure Public Safety. Public safety enhancements under the aforementioned programs include: supportive services, mental health services, educational opportunities for high risk youth, and previously incarcerated community members.

ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The acceptance and appropriation of a grant for mental health services, substance use disorder treatment, diversion programs and supportive services for people in the criminal justice system is a government fiscal activity that does not involve in a direct or reasonably foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

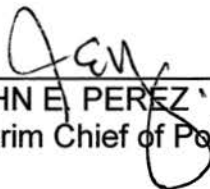
FISCAL IMPACT:

The maximum cost of this action is \$168,000 for a period of 38 months. Funding for this action will be addressed by the utilization of existing budgeted appropriations for FY 2018 and will be addressed in future appropriations in account 10132019-811400-91208. This amount is part of the California Board of State and Community Correction Grant Funds recognized and appropriated by the Pasadena City Council on August 28, 2017.

The following table represents a contract summary:

Base Contract Price	\$168,000
Contingency Amount (0%)	\$ 0
Total Contract Not to Exceed Amount	\$168,000

Respectfully submitted,



JOHN E. PEREZ
Interim Chief of Police

Prepared by:



Jason Clawson
Police Lieutenant

Approved by:



STEVE MERMELL

City Manager

Attachment (1)

Attachment A - Proposal Evaluation Summary