

# Agenda Report

June 10, 2019

**TO:** Honorable Mayor and City Council

**FROM:** Public Health Department

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH HARVEST VILLAGE MINISTRIES, INC. FOR COMMUNITY BASED ADVOCATE SERVICES IN AN AMOUNT NOT TO EXCEED \$255,190**

**RECOMMENDATION:**

It is recommended that the City Council:

- 1) Find that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA") pursuant to Section 21065 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
- 2) Authorize the City Manager to enter into a contract, as the result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Harvest Village Ministries, Inc. for Community Based Advocate services through August 2020 in an amount not to exceed \$255,190.

**BACKGROUND:**

In July 2018, the California Board of State and Community Corrections (BSCC) awarded the City of Pasadena Public Health Department (Department) \$117,641 in California Violence Intervention and Prevention (CaVIP) grant funds to conduct violence intervention and prevention activities. In January 2019, the BSCC awarded the Department an additional \$379,821 increasing the total grant amount to \$497,462. In partnership with the Police Department and the Human Services and Recreation Department, the Department, launched Project Safe to reduce violent crime among youth 11 to 24 years of age and decrease exposure to violence for youth, adults, and seniors in Northwest Pasadena and the surrounding areas. The program approach is based on the "Cure Violence" public health model and includes three components: 1) Interrupt the cycle of violence; 2) Change thinking and behavior; and 3) Change community norms and improve community-police relations.

The CalVIP grant requires the Department to pass through a minimum of 50% of the grant funds to a community based organization. Because the Cure Violence model addresses violence from a public health perspective with a grassroots approach, a partnership with a trusted, local community based organization is critical to the success of the program. Utilizing Community Based Advocates (CBAs) as violence interrupters and outreach workers, the Cure Violence model requires culturally appropriate staff who live in the community, are known to high-risk people, and have lived experience with crime or violence exposure.

To advance the goals of the grant and implement the Cure Violence model, the Department set out to identify community partners capable of delivering the needed services. In March 2019, the Department released a Request for Proposals (RFP) through PlanetBids. Proposers were asked to provide information about their agency's experience with the Cure Violence model or other violence prevention strategies, current and past community involvement in Pasadena, proposed implementation approach, staff supervision and training, cultural and linguistic competency, cost proposal, and experience and references. The Department received two responsive proposals, both from Pasadena-based organizations.

The recommendation is based on a competitive selection process. Competitive bidding is not required pursuant to P.M.C. Section 4.08.030 and City Charter Section 1002, Contracts for Professional or Unique Services. Proposals were scored in accordance with the RFP evaluation criteria including: the vendor's proposed service approach (technical proposal), cost proposal, the organization's experience delivering the requested services, and status as a local and/or small/micro-business. Each proposal was graded on a 100 point scale resulting in the following scores:

<b>Proposer</b>	<b>Technical Proposal (30 points)</b>	<b>Cost Proposal (30 points)</b>	<b>Experience and References (30 points)</b>	<b>Local Pasadena Business (5 points)</b>	<b>Small or Micro-Business (5 points)</b>	<b>Total (100 points)</b>
<b>Harvest Village Ministries, Inc.</b>	26	24.5	25.75	5	0	81.25
<b>Learning Works Charter School</b>	20	23.25	18.5	5	0	66.75



Staff recommends that the City Council authorize award of the contract to Harvest Village Ministries, Inc. in an amount not to exceed \$255,190 through August 15, 2020, which is the date the CalVIP grant funds expire.

Harvest Village Ministries (HVM) is a Pasadena-based non-profit agency that focuses on training and violence reduction through a program called Aspire Village. HVM has extensive experience working with at-risk youth in a variety of settings within the Northwest Pasadena community, including schools, churches, and parks. Additionally, HVM staff are trained and certified in several models and curricula aimed at violence reduction or avoidance in youth and other high-risk individuals, including "Live Above the Hype" and "Second Call." HVM's plan to implement the Cure Violence model includes daily canvassing by CBAs to act as violence interrupters, hiring credible CBAs with lived experience in overcoming drug, gang, or violent crime involvement, and helping to change community norms that encourage violence. To fulfill the program needs, HVM will hire one Lead CBA, two CBAs, and one Project Manager/Trainer to perform intervention activities including various outreach and engagement events.

#### **COUNCIL POLICY CONSIDERATION:**

The proposed action is consistent with the City Council's Strategic Plan Goal to ensure public safety. The program will facilitate public safety enhancements, including violence reduction and prevention efforts among youth 11 to 24 years of age and decreasing exposure to violence in Pasadena residents.

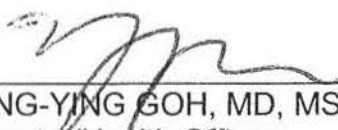
#### **ENVIRONMENTAL ANALYSIS:**

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 authorization of a contract for Community Based Advocate services is an administrative activity that will not result in a direct or 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 cost of the recommended action will total up to \$255,190. Funding for this action will be through the use of existing budgeted appropriations in the CalVIP other contracted services line item as adopted in the FY 2019 operating budget. It is anticipated that \$15,950 of the cost will be incurred during the current fiscal year. The remainder will be spent during the FY 2020 and FY 2021 fiscal years and will be appropriated annually through the city budget process.

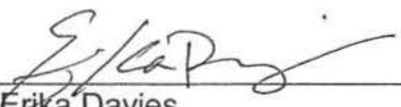
Respectfully submitted,



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