



Agenda Report

May 17, 2021

TO: Honorable Mayor and City Council

FROM: Public Health Department

SUBJECT: AMEND EXISTING PURCHASE ORDER NO. 1210817 WITH SELECT PATROL TO PROVIDE SECURITY SERVICES FOR THE TRANSITIONAL AGE YOUTH (TAY) AND GERIATRIC EMPOWERMENT MODEL (GEM) PROGRAMS AT THE JACKIE ROBINSON COMMUNITY CENTER

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;
2. Authorize amendment to Purchase Order No. 1210817, with Select Patrol, increasing the value by \$113,001 from \$74,999 to a revised amount of \$188,000 and extend the term through June 30, 2022; and
3. To the extent this transaction could be considered a separate procurement subject to competitive selection, as competitive bidding is not required pursuant to City Charter Section 1002(F), Contracts for professional or unique services, grant the proposed amendment to the purchase order with Select Patrol an exemption from the Competitive Selection process set forth in the Competitive Bidding and Purchasing Ordinance pursuant to Pasadena Municipal Code (PMC) Section 4.08.049(B), contracts for which the City's best interests are served.

BACKGROUND:

In August 2018, the Los Angeles County Department of Mental Health ("DMH") awarded the City of Pasadena Public Health Department ("PPHD") a grant funded through the Proposition 63 Mental Health Services Act ("MHSA") to provide supportive services to people experiencing homelessness. With support from the grant, the PPHD established

the Transitional Age Youth (“TAY”) Program serving youth ages 18-24 and the Geriatric Empowerment Model (“GEM”) Program serving seniors ages 60 and above. Located at the Jackie Robinson Community Center (“JRCC”), the programs provide case management services, links to community-based services, operate a mobile shower and laundry unit, and provide daily breakfast, lunch, and snacks.

On July 15, 2019, the City Council approved a city-wide contract with Select Patrol for security services presented by the Department of Public Works after completing a competitive selection process. The need for security at JRCC arose after Public Works finalized the city-wide contract. The PPHD plans to add the needed security services to the scope of work for the city-wide contract during the next solicitation.

Since the vendor was on contract with the City, PPHD made contact with Select Patrol and requested services at the same rate as outlined in the current contract. The vendor agreed and a purchase order was established in Fiscal Year 2021 based on projected security needs. As a result of the COVID-19 pandemic, the number of participants accessing TAY and GEM program services has increased the need for security services to patrol the site, enforce participant safety protocols, and ensure the safety of participants and staff. Due to increased needs for security, it is in the City’s best interest to continue providing security services, and to increase the purchase order by \$113,001 for a revised amount of \$188,000 and to extend the term through June 30, 2022. The additional funds and extension will assist with ensuring public safety while program participants are receiving services at JRCC. Without the security services provided by Select Patrol, staff for the GEM and TAY programs would be responsible for security and patrol responsibilities. This would negatively impact the safety of staff and program participants, as well as limit the time available for case management and housing navigation.

COUNCIL POLICY CONSIDERATION:

The proposed contract amendment aligns with the City Council’s strategic plan goal to ensure public safety.

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 amendment is an administrative action that would not cause either a direct physical change in the environment or a 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:

If approved by City Council, Purchase Order No. 1210817 will be increased by \$113,001 from \$74,999 to a revised amount of \$188,000 and the term will be extended through June 30, 2022. The Department anticipates spending up to \$15,000 of the proposed increase during the current fiscal year. This expense is eligible for reimbursement by the DMH grant and the Department has sufficient funding available in the PPHD operating budget to absorb the proposed increase without additional appropriations. There are no anticipated impacts to other programs or projects as a result of this action.

Respectfully submitted,



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