

# Agenda Report

October 24, 2022

**TO:** Honorable Mayor and City Council

**FROM:** Public Health Department

**SUBJECT: AUTHORIZATION TO CONTRACT WITH FLINTRIDGE CENTER FOR COMMUNITY CONSORTIUM MEETING FACILITATION SERVICES FOR THE PASADENA INTERVENTION AND PREVENTION PROJECT FOR AN AMOUNT NOT TO EXCEED \$90,000**

**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 specified by Section 4.08.047 of the Pasadena Municipal Code, with Flintridge Center for Community Consortium Meeting Facilitation Services for the Pasadena Intervention and Prevention Project for an amount not to exceed \$90,000 through June 30, 2025. Competitive bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services).

**BACKGROUND:**

In June 2022, the City of Pasadena Public Health Department ("Department") was awarded \$2,510,394 through the California Violence Intervention and Prevention ("CalVIP") Grant funded by the Board of State and Community Corrections ("BSCC"). On August 1, 2022, the City Council authorized the City Manager to enter into an agreement with BSCC to accept and administer CalVIP grant funds on behalf of the City of Pasadena. The grant will support the Pasadena Intervention and Prevention Project ("PIPP") for three years beginning July 1, 2022, through June 30, 2025.

PIPP will establish a consortium of community partners to build, improve, and maintain community capacity to collaboratively design and deliver violence prevention services necessary for reducing youth gang and gun violence. The consortium will be co-

facilitated by Department staff and a community-based organization who will convene community members, agencies, and other community-based organizations. The co-facilitator will also promote collaboration across partners while creating action plans to develop and advance service goals for education support, life skills, job training, mental health, and substance abuse prevention.

The Pasadena Public Health Department prepared a scope of work for community consortium meeting facilitation services and posted a Request for Proposals ("RFP") on July 14, 2022. On July 21, 2022 the Department held a non-mandatory pre-proposal meeting attended by four individuals. A total of 53 vendors downloaded the project specifications. One responsive proposal was received. The Department fielded a panel consisting of a Division Manager, Program Coordinator I, and Management Analyst I to evaluate the proposal using the criteria set forth in the RFP (see attached). The panel found the Flintridge Center to be qualified and capable of delivering the desired services.

The Flintridge Center is a Pasadena-based nonprofit with over 30 years of history serving the greater Pasadena community. The mission of the organization is to break the cycle of poverty and violence through community planning, innovation, and action. The proposal submitted by Flintridge Center was fully responsive to the requirements specified in the RFP, clearly described the proposed solution, and included details of the organization's extensive experience in violence prevention.

Staff recommends that Council consider the recommendation to enter into a contract with Flintridge Center for an amount not-to-exceed \$90,000 through June 30, 2025. Award of this contract will ensure that the City of Pasadena meets their CalVIP grant requirements and provides the much needed consortium facilitation services to the community.

#### **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. CEQA Guidelines Section 15060(c)(2) states that an activity is not subject to CEQA if "The activity will not result in a direct or reasonably foreseeable indirect physical change in the environment." The proposed action consists of a contract and appropriation of funds. No direct or reasonably foreseeable indirect physical change in the environment would result. Under this definition, the proposed activity is not a CEQA "Project" and is, therefore, also not subject to CEQA pursuant to CEQA Guidelines Section 15060(c)(3).

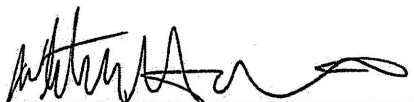
**FISCAL IMPACT:**

If approved by City Council, the Department anticipates spending up to \$30,000 of the contract value during the current fiscal year. This expense is eligible for reimbursement by the CalVIP grant and sufficient appropriations are currently available in the Public Health Department FY 2023 Operating Budget. The remaining cost of the contract will be included in the budget development process in future fiscal years. There are no anticipated impacts to other programs or projects as a result of this action.

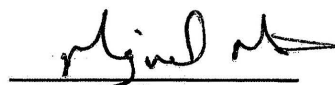
Respectfully submitted,

  
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