



CITY OF LONG BEACH

R-16

DEPARTMENT OF HEALTH AND HUMAN SERVICES

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May 21, 2019

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFQ HE18-099, and award contracts to 51 vendors, for as-needed on-call public health and human services, in an annual aggregate amount of \$4,100,000, with a 15 percent contingency in the amount of \$615,000, for a total annual aggregate amount not to exceed \$4,715,000, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager. (Citywide)

DISCUSSION

City Council approval is requested to enter into contracts with 51 community organizations, consultants, and agencies to provide as-needed public health and human services support. A list of all the vendors are provided in Attachment A. The Health and Human Services Department (Health Department) is seeking support across 31 different programmatic and technical categories including case management, community engagement and training, developing educational materials, strategic planning, translation and language interpretation, and quantitative data collection and analysis.

A collection of qualified, readily available vendors with the appropriate skillsets and subject-matter expertise will provide public health programming and/or content-specific technical assistance. Consultants and City staff will agree on each project's scope of work and compensation prior to initiating any work. Departments utilizing this on-call list include the Health, Development Services, and Parks, Recreation, and Marine Departments.

A Request for Qualifications (RFQ) was advertised in the Long Beach Press-Telegram on May 4, 2018. In addition, 5,538 potential proposers specializing in programmatic and technical public health competencies received notification of the RFQ opportunity. An insufficient number of responses was received and the RFQ was reissued on November 11, 2018 in an effort to increase participation. Of those 5,538 potential proposers, 142 downloaded the RFQ via the City's electronic bid system. The RFQ document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFQ Announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 27 local minority and women-owned business groups. Fifty-five (55) Statements of Qualifications (SOQs) were received by December 19, 2018. Of those respondents, four (4) were Minority-owned Business Enterprises (MBEs), Seven (7) were Women-owned Business Enterprises (WBE), 11 were certified Small Business Enterprises (SBEs), and 27 were Long Beach businesses (Local).

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit SOQs for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the RFQ specifications. Through outreach, 76 Long Beach vendors were notified to submit SOQs, of which 49 downloaded and 27 submitted SOQs. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

The selection committee evaluated the 55 SOQs submitted and determined that 51 agencies, community organizations, and consultants were qualified to develop, coordinate, implement, and/or evaluate impactful public health and human service programs and/or provide technical assistance. Please see the list of recommended agencies in Attachment A.

This matter was reviewed by Deputy City Attorney Gary J. Anderson on April 15, 2019, Purchasing Agent Tara Yeats on April 18, 2019, and by Budget Analysis Officer Julissa José-Murray on April 25, 2019.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFQ HE18-099 and award contracts concurrently is requested on May 21, 2019 to ensure the contracts are in place expeditiously.

FISCAL IMPACT

The award of contracts for as-needed public health and human service programs will not exceed \$4,715,000 annually, inclusive of contingency. The contract authority is based on currently appropriated and anticipated need. Any work not currently budgeted will only proceed at such time that appropriations have been approved by City Council. Funding for these services will be covered by a combination of sources, including philanthropic and government grants, fees, and other general funding sources as they become available and appropriated for projects. This action will result in minimal impact to staff hours beyond the normal budgeted scope of duties. The number of additional local jobs associated with this recommendation is unknown until as-needed services occur.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



KELLY COLOPY
DIRECTOR
HEALTH AND HUMAN SERVICES

APPROVED:


PATRICK H. WEST
CITY MANAGER

Attachment A: Recommended Agencies, Community Organizations, and Consultants for Council Approval (Alphabetical Order)

Recommended Agencies	Approved Programmatic and Technical Categories:	MBE	SBE	WBE	Local
Akido Labs, Inc. of Los Angeles, CA	Quantitative Data Collection and Analysis, User-Centered Design				
Alzheimer's Association, of Beverly Hills, CA	Culturally Specific Groups, Family and Youth Programming, Program Facilitation or Implementation				
Blais & Associates, Inc., of Irvine, CA	Grant Writing				
California Conference for Equality and Justice, of Long Beach, CA	Community Engagement and Training, Community Healing Practices, Convening Stakeholders, Culturally Specific Groups, Family and Youth Programming, Focus Group Facilitation, Program Facilitation or Implementation, Coaching, Organizational/Leadership Development, Staff Development and Training, Trauma and Resiliency-Informed Approaches				X
Centro CHA Inc., of Long Beach, CA	Culturally Specific Groups, Family and Youth Programming	X	X	X	X
Children's Institute, Inc., of Los Angeles, CA	Case Management, Community Engagement and Training, Convening Stakeholders, Family and Youth Programming, Trauma and Resiliency-Informed Approaches				
City Fabrick, of Long Beach, CA	Community Engagement and Training, Developing Educational/Marketing Materials for Dissemination, Asset and Needs Assessment, Graphic Design, Quantitative Data Collection and Analysis, Qualitative Data Collection and Analysis, Strategic Planning, User-Centered Design		X		X

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Community Health Councils, of Los Angeles, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Developing Educational/Marketing Materials for Dissemination, Focus Group Facilitation, Outreach to Community, Program Facilitation or Implementation, Asset and Needs Assessment, Population-Based System-Wide Planning and Analysis, Participatory Research, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Strategic Planning, Trauma and Resiliency-Informed Approaches, Grant Writing				
Conservation Corps of Long Beach, of Long Beach, CA	Program Facilitation or Implementation, Workforce Development, Grant Writing				X
CSULB Center for Health Equity Research, of Long Beach, CA	Focus Group Facilitation, Asset and Needs Assessment, Participatory Research, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Qualitative Data Collection and Analysis				X
Engage R+D, of Pasadena, CA	Focus Group Facilitation, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Qualitative Data Collection and Analysis, Strategic Planning				
ETA Advertising, of Long Beach, CA	Developing Educational/Marketing Materials for Dissemination, Focus Group Facilitation, Communication Plan, Graphic Design, Social Media Development and Networking		X	X	X
Genesis Work, Inc., of La Canada Flintridge, CA	Coaching, Organizational/Leadership Development, Staff Development and Training, Strategic Planning			X	
Goodwill SOLAC, of Long Beach, CA	Workforce Development				X

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Guzman Translation & Interpreting, Inc., of La Mirada, CA	Translation and Language Interpretation		X	X	
Harbor Interfaith Services, Inc., of San Pedro, CA	Case Management				
Health Management Associates, of Lansing, MI	Asset and Needs Assessment, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Qualitative Data Collection and Analysis, Strategic Planning				
Helpline Youth Counseling, Inc., of Whittier, CA	Case Management, Family and Youth Programming				
Human Services Association, of Bell Gardens, CA	Case Management				
HyperTexted, of Los Angeles, CA	Developing Educational/Marketing Materials for Dissemination, Asset and Needs Assessment, Program and/or Policy Evaluation, Qualitative Data Collection and Analysis, Strategic Planning, Grant Writing	X	X		
Jewish Family and Children's Service of Long Beach & West OC, of Long Beach, CA	Case Management, Family and Youth Programming, Provision of Health Care Services				X
John Snow Research and Training, of San Francisco, CA	Asset and Needs Assessment, Business Plan Development and Efficiency Assessments, Communication Plan, Organizational/Leadership Development, Population-Based System-Wide Planning and Analysis, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Qualitative Data Collection and Analysis, Strategic Planning, Grant Writing				

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Keen Social LLC, of Long Beach, CA	Developing Educational/Marketing Materials for Dissemination, Communication Plan, Graphic Design, Social Media Development and Networking	X	X		X
Khmer Girls in Action, of Long Beach, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Participatory Research				X
Kristopher McLucas, of Compton, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Outreach to Community, Program Facilitation or Implementation, Staff Development and Training, Trauma and Resiliency-Informed Approaches				
LA Net Community Health Resource Network, of Long Beach, CA	Developing Educational/Marketing Materials for Dissemination, Asset and Needs Assessment, Participatory Research, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Qualitative Data Collection and Analysis				X
Latino Center for Prevention and Action in Health and Welfare, of Santa Ana, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Developing Educational/Marketing Materials for Dissemination, Family and Youth Programming, Outreach to Community, Program Facilitation or Implementation, Coaching, Communication Plan, Organizational/Leadership Development, Participatory Research, Qualitative Data Collection and Analysis, Staff Development and Training, Trauma and Resiliency-Informed Approaches				
LINKS Goodwill, Long Beach and South Bay, of Long Beach, CA	Translation and Language Interpretation				X

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Long Beach Forward, of Long Beach, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Focus Group Facilitation, Outreach to Community, Communication Plan, Social Media Development and Networking, Population-Based System-Wide Planning				X
Long Beach Nonprofit Partnership, of Long Beach, CA	Convening Stakeholders, Focus Group Facilitation, Coaching, Organizational/Leadership Development, Program and/or Policy Evaluation, Strategic Planning, Staff Development and Training, Grant Writing				X
Long Beach Time Exchange, of Long Beach, CA	Family and Youth Programming, Outreach to Community Members				X
McCormick L.A., of Long Beach, CA	Community Engagement and Training, Convening Stakeholders, Focus Group Facilitation, Outreach to Community, Program Facilitation or Implementation, Communication Plan, Organizational/Leadership Development, Strategic Planning, Staff Development and Training		X	X	X
Mental Health America of Los Angeles, of Long Beach, CA	Case Management, Family and Youth Programming, Mentoring, Outreach to Community, Program Facilitation or Implementation, Provision of Health Care Services, Staff Development and Training, Trauma and Resiliency-Informed Approaches				X
National Compadres Network, of San Jose, CA	Case Management, Community Engagement and Training, Community Healing Practices, Culturally Specific Groups, Family and Youth Programming, Focus Group Facilitation, Mentoring, Program Facilitation or Implementation, Staff Development and Training, Trauma and Resiliency-Informed Approaches				

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One in Long Beach, Inc. , of Long Beach, CA	Community Engagement and Training, Community Healing Practices, Convening Stakeholders, Culturally Specific Groups, Developing Educational/Marketing Materials for Dissemination, Family and Youth Programming, Focus Group Facilitation, Outreach to Community, Program Facilitation or Implementation, Provision of Health Care Services, Staff Development and Training				X
PATH (People Assisting The Homeless), of Los Angeles, CA	Case Management, Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Family and Youth Programming, Outreach to Community, Program Facilitation or Implementation, Program and/or Policy Evaluation, Trauma and Resiliency-Informed Approaches				
Pathways Volunteer Hospice, of Lakewood, CA	Community Healing Practices, Outreach to Community, Trauma and Resiliency-Informed Approaches				
Prevention Institute, of Oakland, CA	Community Engagement and training, Convening Stakeholders, Culturally Specific Groups, Focus Group Facilitation, Outreach to Community, Asset and Needs Assessment, Coaching, Organizational/Leadership Development, Population-Based System-Wide Planning, Participatory Research, Program and/or Policy Evaluation, Qualitative Data Collection and Analysis, Strategic Planning, Staff Development and Training, Trauma and Resiliency-Informed Approaches, Grant Writing				

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R.S. Campbell Consulting, Inc., of Seal Beach, CA	Program Facilitation or Implementation, Business Plan Development and Efficiency Assessments, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Staff Development and Training, Grant Writing				
S. Groner Associates, Inc., of Long Beach, CA	Program Facilitation or Implementation, Workforce Development, Business Plan Development and Efficiency Assessments, Program and/or Policy Evaluation, Quantitative Data Collection and Analysis, Staff Development and Training, Grant Writing		X		X
Skyline Strategic Solutions, of Huntington Beach, CA	Coaching, Organizational/Leadership Development, Staff Development and Training				
St. Mary Medical Center Foundation, of Long Beach, CA	Case Management, Community Engagement and Training, Culturally Specific Groups, Family and Youth Programming				X
The Children's Clinic, "Serving Children and Their Families", of Long Beach, CA	Case Management, Community Engagement and Training, Convening Stakeholders, Focus Group Facilitation, Outreach to Community, Provision of Health Care Services, Population-Based System-Wide Planning and Analysis, Staff Development and Training, Trauma and Resiliency-Informed Approaches				X
The Good Seed, of Los Angeles, CA	Case Management, Community Engagement and Training, Family and Youth Programming, Mentoring, Outreach to Community, Program Facilitation or Implementation, Provision of Health Care Services				
TLC Interpreting & Translation Services, LLC, of Long Beach, CA	Translation and Language Interpretation		X		X

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TranslateXpress, Inc., of Hermosa Beach, CA	Translation and Language Interpretation				
United Cambodian Community, of Long Beach, CA	Case Management, Community Engagement and Training, Community Healing Practices, Convening Stakeholders, Culturally Specific Groups, Developing Educational/Marketing Materials for Dissemination, Family and Youth Programming, Focus Group Facilitation, Outreach to Community, Program Facilitation or Implementation, Staff Development and Training, Trauma and Resiliency-Informed Approaches				X
Walk Long Beach, of Long Beach, CA	Community Engagement and Training, Convening Stakeholders, Outreach to Community, Focus Group Facilitation, Program Facilitation or Implementation				X
Wilson and Associates Coaching and Consulting LLC, of Los Angeles, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Focus Group Facilitation, Outreach to Community, Qualitative Data Collection and Analysis, Strategic Planning		X		
YMCA of Greater Long Beach Community Development, of Long Beach, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Family and Youth Programming, Mentoring, Outreach to Community, Program Facilitation or Implementation, Workforce Development				X
Youth Leadership Institute, of Long Beach, CA	Community Engagement and Training, Convening Stakeholders, Culturally Specific Groups, Developing Educational/Marketing Materials for Dissemination, Family and Youth Programming, Mentoring, Outreach to Community, Program Facilitation or Implementation, Communication Plan, Graphic Design				X