

C-3

February 15, 2022

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP CM21-078 and award contracts to Long Beach Immigrants' Rights Coalition of Long Beach, CA, St. Mary Medical Center of Long Beach, CA, and Centro CHA, of Long Beach, CA, for Community Connector Services under the Long Beach Justice Fund, and to Immigrant Defenders Law Center, of Los Angeles, CA, for Legal Services under the Long Beach Justice Fund, in an annual aggregate amount not to exceed \$275,000, for a period of one year, with the option to renew for one additional one-year period, at the discretion of the City Manager, and authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary subsequent amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Long Beach Immigrants' Rights Coalition of Long Beach, CA, St. Mary Medical Center of Long Beach, CA, and Centro CHA, of Long Beach, CA, for Community Connector Services under the Long Beach Justice Fund, and to Immigrant Defenders Law Center, of Los Angeles, CA, for legal services under the Long Beach Justice Fund (LBJF). The City of Long Beach (City) Adopted Fiscal Year 22 Budget includes \$300,000 in funding to support the continued operations of the LBJF.

The City is committed to protecting the rights of its immigrant and refugee residents who form a vital part of the community. To that end, the Fund supports legal representation for immigrants who live and work in Long Beach and are facing deportation. Immigrant Defenders Law Center is the awarded Legal Services Provider (LSP) who will provide direct legal representation to individuals facing deportation and are located at the Los Angeles Immigration Courts, Van Nuys Immigration Court, or detained at the Adelanto or High Desert Detention facilities. Representation under this Program will strictly adhere to the universal representation model, which means that representation is offered to as many clients as the funding allows, without conducting a preliminary assessment of the merits of the case. The awarded community connection service providers, St. Mary Medical Center, Centro CHA, and Long Beach Immigrants' Rights Coalition, will work cooperatively with the Immigrant Defenders Law Center to provide active outreach and education in the community on the LBJF as well as access to comprehensive support services.

The annual aggregate contract amount for these services will not exceed \$275,000 and will be allocated as follows:

Long Beach Immigrants' Rights Coalition	\$20,000
St. Mary Medical Center	\$20,000
Centro CHA	\$20,000
Immigrant Defenders Law Center	\$215,000

The Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on August 23, 2021, and 463 potential proposers specializing in legal services and community-based services were notified of the RFP opportunity. Of those proposers, 16 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the 6th floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 38 local, minority-owned, and women-owned business groups. There were four proposals received on September 9, 2021. Of those four proposers, one was Minority-owned Business Enterprises (MBEs), one was Women-owned Business Enterprises (WBEs), one was certified a Small Business Enterprises (SBEs), and three were Long Beach vendors (Local). The selection committee determined that Long Beach Immigrants' Rights Coalition of Long Beach, CA (Local); St. Mary Medical Center of Long Beach, CA (Local); and Centro CHA, of Long Beach, CA (LBSBE, MBE, WBE, Local); Immigrant Defenders Law Center (none) were the most qualified firm to provide the services.

These organizations were selected based on their relevant experience in providing removal defense and community referral services, project approach, conformance with RFP terms, and reasonableness of cost for providing the necessary services for the duration of the study.

Local Business Outreach

In an effort to align with the City's outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download the bid specifications. Through outreach, 59 Long Beach vendors were notified to submit bids, of which 5 downloaded and 3 submitted bids. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Anita Lakhani on January 11, 2022, Business Services Bureau Manager Tara Mortensen on January 20, 2022, and by Budget Operations and Development Officer Rhutu Amin Gharib on January 24, 2022.

HONORABLE MAYOR AND CITY COUNCIL
February 15, 2022
Page 3

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP CM21-078 and award a contract concurrently is requested on February 8, 2022 to ensure the contract is in place expeditiously.

FISCAL IMPACT

The total annual aggregate amount of the contracts will not exceed \$275,000. This amount is budgeted in the General Fund Group in the City Manager's Department. The remaining \$25,000 of the total Program budgeted amount will be used to provide program management support to the LBJF from City staff. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. Approval of this recommendation is anticipated to result in a positive local jobs impact.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



THOMAS B. MODICA
CITY MANAGER