

TRANSMITTAL

To:

THE COUNCIL

Date:

OCT 14 2010

From:

THE MAYOR

TRANSMITTED FOR YOUR CONSIDERATION. PLEASE SEE ATTACHED.



Matt Szabo

FOR

ANTONIO R. VILLARAIGOSA
Mayor

RICHARD L. BENBOW
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

COMMUNITY DEVELOPMENT
DEPARTMENT
1200 W. 7TH STREET
LOS ANGELES, CA 90017

October 13, 2010

Council File:
Council District Nos.: All
Contact Person & Telephone No.:
Manny Chavez, 213-744-7398

The Honorable Antonio R. Villaraigosa
Mayor, City of Los Angeles
Room 303, City Hall

ATTENTION: Pamela Finley, Legislative Coordinator

**TRANSMITTAL: AUTHORITY TO RELEASE REQUEST FOR PROPOSALS (RFP)
FOR THE DAY LABORER PROGRAM**

The General Manager, Community Development Department (CDD), or designee, respectfully requests that your office forward this transmittal to the City Council for review and approval. Timely action on the recommendations presented herein is requested to procure and execute agreements with selected proposers for a program implementation date of April 1, 2011.

RECOMMENDATIONS

The General Manager, Community Development Department (CDD), respectfully requests that the Mayor and City Council:

1. AUTHORIZE the General Manager CDD, or designee, to prepare a Request for Proposals (RFP) for the Day Labor Program (DLP) to be effective April 1, 2011, and to release the RFP document subject to approval by the City Attorney as to form and legality.
2. DIRECT the General Manager CDD or designee, subsequent to completing the DLP proposal evaluation process, to submit recommendations to the Mayor and City Council for DLP contractor selection and funding for the twelve (12) month period of April 1, 2011 through March 31, 2012.

SUMMARY

The DLP program has been managed by the same non-profit agencies for over three years. To ensure that the provision of these services is open and competitive, the Department is seeking approval to release the RFP discussed herein for program year April 1, 2011 – March 31, 2012. Funds available for this RFP will not be known at the time the RFP is released since funding allocations remain subject to Mayor and City Council approval of the 37th Program Year Action Plan associated with the Community Development Block Grant (CDBG). DLP providers are currently funded with \$1,206,472 in CDBG funds. All DLP providers are and must be certified as Community Based Development Organizations (CBDO).

FISCAL IMPACT STATEMENT

The recommendations presented in this transmittal do not impact the General Fund.

COMMUNITY INPUT

The proposal to release this RFP is being discussed at public hearings convened to solicit community input on preparation of the Year 37th Program Year Action Plan.

DISCUSSION

Day Laborers are individuals who solicit employment on a daily or temporary basis. They often wait for employment on street corners, in parks, or in parking lots of home improvement stores or gardening supply businesses. In the City of Los Angeles, eight (8) sites, where day laborers congregate in significant numbers ranging from 15-50 people, are operational. The first Day Laborer site was opened at the Harbor Regional Park in Harbor City on November 27, 1989. Objectives of the DLP are to assist day laborers with their job search in a more coordinated manner, to provide day laborers with social and/or educational services and to establish a coordinated referral system to the Department's WorkSource and FamilySource Centers. Successful proposers shall serve as Day Laborer fixed site operators. The site operator will administer the existing fixed sites and conduct outreach where necessary to alleviate community complaints. Bidders must be able to provide organized, safe, and reliable access to both day laborers and employers.

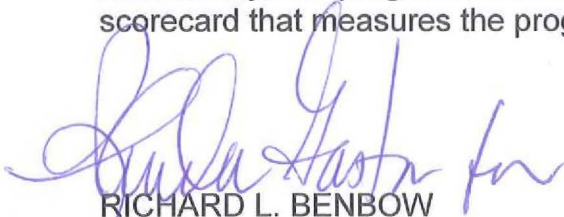
Each DLP contractor will be required to serve a minimum number of unduplicated customers for each program year and to place a minimum number of customers into temporary/seasonal jobs.

Performance Evaluation

The performance of all DLP programs will be evaluated on an annual basis in accordance with the FamilySource Certification Policy. The Policy requires contractors to be successful in the following categories to be eligible for continued funding:

- Customer Satisfaction – As formally measured through customer satisfaction surveys conducted by California State University, Northridge.
- Administrative Capability – As measured through formal monitoring and fiscal reviews of contractor administrative and fiscal practices.
- Outcomes – As measured by contractor success in meeting contract goals.
- Flow – As measured by the volume of individuals availing themselves of services at each DLP location.

Additionally, all programs will be evaluated on a monthly basis against a “system” scorecard that measures the progress of contractor’s performance.



RICHARD L. BENBOW
General Manager

RLB:MC:JO:AM

Attachment - Day Laborer Program RFP Schedule

ATTACHMENT

DAY LABORER PROGRAM RFP SCHEDULE

#	TASK	ESTIMATED DATE OF COMPLETION
1	Release of RFPs	November 15, 2010
2	RFP Due Date	December 17, 2010
3	Funding Recommendations Released	January 18, 2011
4	Appeals Hearings	January 29, 2011
5	Program Start Date	April 1, 2011