

PERSONNEL AND ANIMAL WELFARE COMMITTEE REPORT relative to 2016 California Department of Transportation (Caltrans) funding for transitional employment services.

Recommendations for Council action, SUBJECT TO THE APPROVAL OF THE MAYOR:

1. AUTHORIZE the Mayor, or designee, to retroactively execute a Cooperative Agreement with Caltrans and accept funding in the amount of \$8,913,648 to implement the Los Angeles Transitional Employment Services Litter Abatement Program for parolees and probationers within the Caltrans Right of Way (Caltrans District 7 - LA/Ventura Counties) 60 mile radius, for a three-year period effective July 1, 2016 through June 30, 2019, and submit any other necessary agreements and documents relative to the implementation of this program, subject to the review and approval of the City Attorney as to form and legality.
2. APPROVE, retroactively, the issuance of a Request for Proposals (RFP) to solicit for the provision of a transitional employment services litter abatement program for Los Angeles area parolees and probationers, for a performance period of three years, subject to the availability of funds, compliance with City contracting requirements and approval of the City Attorney as to form and legality.
3. APPROVE the results of the RFP issued on May 10, 2016, attached to the Council file, and the recommended provider, Chrysalis Enterprises, as selected by the Mayor's Office of Re-Entry; and AUTHORIZE the Mayor, or designee, to negotiate and execute a contract with Chrysalis Enterprises for the implementation and coordination of the Los Angeles Transitional Employment Services Litter Abatement Program in an amount not to exceed \$8,224,693, for a three-year term effective from July 1, 2016 through June 30, 2019, in substantial conformance with the scope of work included in the RFP, subject to the approval of the City Attorney as to form and legality, availability of funds and compliance with the City's contracting requirements.
4. AUTHORIZE the Mayor, or designee, to conduct a competitive bid process to solicit for a contractor to provide life skills related training to Los Angeles Transitional Employment Services Litter Abatement Program participants on an as-needed basis, in the amount of \$65,000, effective for a three-year term from July 1, 2016 through June 30, 2019, subject to the approval of the City Attorney as to form and legality, availability of funds and compliance with the City's contracting requirements
5. AUTHORIZE the Controller to establish a new interest bearing fund entitled 2016 Caltrans Transitional Employment Services Fund No. XXX/46, recognize a receivable in the amount of \$8,913,648, receive and disburse the funds upon presentation of documentation on proper demand from the Mayor's Office, and create new appropriation accounts within the new Fund No. XXX/46 as follows:

<u>Account Name</u>	<u>Amount</u>
46N146 Mayor Salaries	\$124,502
46N246 Salaries Reserve	249,004
46N299 Related Costs	198,147
46N304 Contractual	8,289,693

46N601 Office and Administration 52,302

Total: \$8,913,648

6. AUTHORIZE the Controller, upon presentation of documentation or proper demand, to transfer up to \$190,551 from the 2016 Caltrans Employment Services Fund No. XXX/46, as follows:

FROM:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Name</u>	<u>Amount</u>
XXX/46	46N146	Mayor Salaries	\$124,502
XXX/46	46N299	Related Costs	<u>66,049</u>
			Total: \$190,551

TO:

<u>Fund/Dept.</u>	<u>Account</u>	<u>Name</u>	<u>Amount</u>
100/46	1020	Salaries Grant Reimbursed	\$124,502
100/46	5346	Related Costs Reimbursement	<u>66,049</u>
			Total: \$190,551

7. REQUEST the Mayor, or designee, to submit invoices in a timely manner to ensure that the General Fund is reimbursed in a timely manner.
8. AUTHORIZE the Mayor, or designee, to prepare any Controller instructions and/or to make technical adjustments that may be required to implement the actions approved by Mayor and Council on this matter, subject to the approval of the City Administrative Officer (CAO); and AUTHORIZE the Controller to implement these instructions.
9. REQUEST the Mayor and INSTRUCT the Personnel Department to establish a formal coordination mechanism between this grant program and the City's Targeted Local Hiring Working Group to ensure successful program participants are provided the opportunity to become part of the candidate pool for trainee-level civil service positions with the City of Los Angeles.

Fiscal Impact Statement: The CAO reports that acceptance of the 2016 Caltrans Cooperative Agreement in the amount of \$8,913,648 and approval of grant-related actions will result in the implementation of the City's Transitional Employment Services Litter Abatement Program and provide transition employment for over 1,300 parolees and probationers. The cooperative agreement provides funding for program implementation through personnel, contractual services and office and administration costs; financing the majority of activities with the exception of a portion of the Mayor's Office of Re-Entry salaries and fringe benefits. The amount for Year One totals \$124,321 and is included in the 2016-17 Mayor's Adopted Budget so no additional appropriation is necessary at this time. Accepting the grant and approving the recommendations would be in compliance with the City's Financial Policies in that budgeted General Fund revenues plus grant revenues are available to support the cost of this program. Funding to continue the programs beyond the performance periods is dependent on receipt of additional grant funds or General Fund appropriations.

Community Impact Statement: None submitted.

(Economic Development Committee waived consideration of the above matter)

Summary:

On August 26, 2016, your Committee considered a May 23, 2016 communication from the Mayor and August 11, 2016 CAO report relative to the 2016 Caltrans funding for transitional employment services. According to the Mayor, communication, pursuant to Los Angeles Administrative Code Section 14.6, the Mayor's Office of Public Safety, Office of Re-Entry, is providing notification to Council of its acceptance of funding from Caltrans in the amount of up to \$8,913,648, for a 3-year performance period of July 1, 2016 to June 30, 2019. The funds will be used to provide transitional employment services to 400 to 450 Los Angeles area parolees and probationers annually. The Mayor's Office is also requesting authority from Council to negotiate and execute sub-agreements with two contractors for the distribution of a portion of these funds for a term of up to 36 months for the purposes described in the May 23, 2016 communication.

According to the Mayor, Caltrans seeks to establish a litter abatement program on State Rights of Way within a 60-mile radius of the City of Los Angeles. The litter abatement program shall be performed by work crews composed of Los Angeles area residents currently on parole or supervised probation. The Mayor's Office shall partner with a contractor (to be selected through a pending procurement) to serve as the designated transitional employment agency to staff the litter abatement program with transitional workers ("Contractor").

The Contractor shall dispatch six work crews consisting of eight transitional workers per crew, five days per week except holidays, to conduct litter removal. The Contractor shall be solely responsible for the supervision, care and control of transitional workers and shall provide each with the higher of the prevailing minimum hourly wages within the State of California or City of Los Angeles during their participation in the program. The Contractor shall coordinate with the Los Angeles County and Federal Probation Departments and the California Department of Corrections and Rehabilitation to guarantee a sufficient number of referrals to sustain and adequately staff the program.

In addition to staffing Caltrans litter abatement work crews, the Contractor shall also provide transitional workers with life skills education, full-time job placement, and postemployment case management services. It is anticipated that transitional workers will cycle through the program once permanent employment is obtained and be replaced with new parolees/probationers, typically within 60 days. To achieve this, the Mayor's Office requests authority to negotiate and execute a contract with a selected Contractor to serve as the designated transitional employment agency, in an amount not to exceed \$8,224,692.64 for a period of up to 36 months.

Also, the Mayor's Office shall conduct a procurement to identify and select a training contractor to provide training in the areas of cognitive behavior intervention, therapeutic arts, financial literacy, and/or family reunification/parenting. The Mayor's Office requests authority to negotiate and execute a contract with a selected training contractor to provide these services as needed, in an amount not to exceed \$65,000 for a period of up to 36 months.

Also, the CAO stated that the Mayor's Office of Public Safety, Office of Re-Entry (MORE) is requesting authority to accept funding in the amount of \$8.9 million from Caltrans to implement a

Transitional Employment Services Litter Abatement Program for parolees and probationers within the Caltrans Right of Way (Caltrans District 7 - LA/Ventura Counties), 60 mile radius of Los Angeles, effective for a three-year period from July 1, 2016 through June 30, 2019. MORE is also requesting authority to execute a cooperative agreement with Caltrans, retroactive approval to issue an RFP to select a contractor to execute the work program and other associated actions to implement the Transitional Employment Services Litter Abatement Program.

After consideration and having provided an opportunity for public comment, the Committee moved to recommend approval of the recommendations contained in the August 11, 2016 CAO report and detailed in the above recommendations. Additionally, the Committee moved to recommend requesting the Mayor and instructing the Personnel Department to establish a formal coordination mechanism between this grant program and the City's Targeted Local Hiring Working Group to ensure successful program participants are provided the opportunity to become part of the candidate pool for trainee-level civil service positions with the City of Los Angeles. This matter is now submitted to Council for its consideration.

Respectfully Submitted,

PERSONNEL AND ANIMAL WELFARE COMMITTEE



<u>MEMBER</u>	<u>VOTE</u>
KORETZ:	YES
RYU:	YES
HARRIS-DAWSON:	YES

ARL
8/26/16

-NOT OFFICIAL UNTIL COUNCIL ACTS-