

LAURA TREJO
GENERAL MANAGER

CITY OF LOS ANGELES

CALIFORNIA



ERIC GARCETTI
MAYOR

DEPARTMENT OF AGING
AN AREA AGENCY ON AGING

221 N. FIGUEROA ST., STE. 500
LOS ANGELES, CA 90012
(213) 482-7252

Council File:
Council District: Citywide
Contact Persons:
Laura Trejo 202-5645
James Don 202-5612

November 26, 2019

Honorable Eric Garcetti
Mayor, City of Los Angeles
Room 303, City Hall
Los Angeles, CA 90012

Los Angeles City Council
c/o City Clerk's Office
Room 395, City Hall
Los Angeles, CA 90012

Attention: Ms. Heleen Ramirez, Legislative Coordinator

**HEALTH, EDUCATION, NEIGHBORHOODS, PARKS, ARTS AND RIVER COMMITTEE
TRANSMITTAL: AUTHORIZATION TO RELEASE REQUESTS FOR PROPOSALS (RFP) FOR
MINI-MULTIPURPOSE SENIOR CENTER SERVICES TARGETING LGBTQ COMMUNITY**

CONSIDERATION

The City of Los Angeles Department of Aging (LADOA) requests the Mayor and City Council's approval to release an RFP for the selection of a contractor to provide various senior services in a Mini-Multipurpose Senior Center setting that is welcoming to LGBTQ older adults. The RFP will identify a contractor who will serve at the discretion of the LADOA General Manager from January 1, 2020 through June 30, 2020. The contract may be extended for a period of up to three years in one year increments, depending on the availability of funds, the contractor's performance, and the best interests of the City.

SUMMARY

LADOA's administers a variety of senior and caregiver programs. These programs are designed to provide seniors and caregivers with services that promote a positive quality of life and independence for the purpose of avoiding premature institutionalization. Services target the frail, low-income, minority, but all seniors 60 years of age and older and caregivers of all ages are eligible to participate in the programs. The programs include, but are not limited to social, nutritional, legal, supportive, and transportation services.

In 2016, LADOA conducted a Needs Assessment of the city's LGBTQ older adult community. The assessment identified service gaps in reaching and serving LGBTQ older Angelenos. The assessment also outlined areas of concern for LGBTQ older Angelenos including (1) planning for future care needs, (2) finding services, (3) loneliness and depression and (4) staying socially active. The assessment also indicated that LGBTQ older Angelenos feel more comfortable using service providers that were identified as gay friendly or LGBTQ friendly. In response, LADOA is seeking a contractor to provide a culturally competent, LGBTQ friendly environment where older Angelenos from throughout the City can participate in social activities and receive senior services while feeling safe and free from any concerns of exclusion or discrimination.

The LADOA will award one contract to provide social, nutrition, and transportation services for a Mini-Multipurpose Senior Center targeting LGBTQ older individuals in the City of Los Angeles.

PROPOSAL REVIEW PROCESS

All proposals will be evaluated and rated based on their responses to the RFP. Included are the following categories: work program, organizational history and administrative capabilities, and budget. The Proposal Review process is intended to identify the best responses and plans for providing services to seniors and caregivers in the City within the scope of resources and funding available.

The RFP process itself will be comprised of seven steps as outlined below:

1. Upon approval of the Health, Education Neighborhoods, Parks, Arts and River Committee, review and approval as to form and legality by the Office of the City Attorney and approval by the City Council, with concurrence from the Mayor, the LADOA will release the RFPs on the LABAVN.org website.
2. A Proposers' Conference will be held within two weeks of the release date of the RFP.
3. All responses will be due 30 days after the release of the RFPs. No proposals will be accepted after the deadline stated in the RFP.
4. Proposals will be evaluated by professionals in the field of Aging with knowledge and expertise in serving the unique needs of the older adults, LADOA staff and other City staff (e.g. Housing and Community Investment Department), and County of Los Angeles staff, using the selection criteria identified in the RFP. LADOA staff may conduct on-site interviews with the proposers.
5. All agencies will be notified of their own ratings and the LADOA's preliminary funding recommendations.

6. A Proposal Review Committee, comprised of Council on Aging members, representatives of human service programs, senior adult agencies, legal service providers, and/or other trained specialists will hear any appeals to preliminary funding recommendations and forward the recommendations to the LADOA management.
7. The LADOA management will forward its final recommendations to the Health, Education, Neighborhoods, Parks, Arts and River Committee, City Council and Mayor for final award.

The contractor selected through this RFP will become a member of the Aging Services Network in the City of Los Angeles.

RECOMMENDATIONS

The City Council, subject to the approval of the Mayor:


AUTHORIZE the General Manager of the LADOA to:

- A. Release an RFP for a Mini-Multipurpose Senior Center targeting LGBTQ older adults to be provided from January 1, 2020 – June 30, 2020 in accordance with the process described herein; and
- B. Authorize the General Manager of the LADOA to submit to the City Council the results of the RFP and the funding recommendations, pursuant to the selection of qualified agencies (service providers) through the RFP process.

FISCAL IMPACT STATEMENT

The Department of Aging's proposed actions will facilitate the selection of a Mini-Multipurpose Senior Center contractor to provide services targeting LGBTQ older adults for the City of Los Angeles. The ensuing contract will be funded with General City Purpose Funds identified in the FY 2019-2020 City budget. No additional General Funds are required for these actions.

A copy of this transmittal and attachments is being forwarded to the City Attorney review and approval.


LAURA TREJO, MPA, MSG
General Manager

LT:JD:MP:JW:lb:n/LGBTQ Mini MPC RFP Release Transmittal 11252019

Attachments

cc: City Attorney
City Administrative Officer
Chief Legislative Analyst