



ANTONIO R. VILLARAIGOSA  
MAYOR

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May 30, 2012

Honorable Antonio R. Villaraigosa  
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: Mandy Morales, Legislative Coordinator

**ARTS, PARKS, AND HEALTH AND AGING; HOUSING, COMMUNITY AND  
ECONOMIC DEVELOPMENT COMMITTEES TRANSMITTAL: REQUEST  
APPROVAL TO EXECUTE CONTRACTS WITH THE SUCCESSFUL BIDDERS OF  
THE EVIDENCE-BASED PROGRAM REQUEST FOR PROPOSAL FOR PROGRAM  
YEAR 2012-2013**

**CONSIDERATION**

The Los Angeles Department of Aging (LADOA) requests Mayor and City Council approval of its contract recommendations for 13 of the 15 Aging Service Areas (ASA), pursuant to its Request for Proposal (RFP) process for the delivery of Evidence-Based Programs (EBP) for senior and caregivers services for the 2012-2013 Program Year (PY). The 13 ASAs involve nine contractors and the recommendations contained in Attachment 1 were for non-competitive bids that received a passing score of 70 or more. The proposed contracts will be for the period April 1, 2012 to March 31, 2013, with an option to extend the contract for up to three additional years, in one year increments, at the discretion of the LADOA General Manager, and subject to the review and approval of the City Attorney. Funding for the additional years is contingent upon the availability of funds from the Community Development Block Grants (CDBG) and the City's General Fund.

### **RECOMMENDATIONS**

1. That the City Council, subject to the concurrence of the Mayor, authorize the General Manager of the Department of Aging, or her designee, to negotiate and execute contracts with the nine services providers that cover 13 of the 15 ASAs in the amounts listed on Attachment 1, for the period April 1, 2012 to March 31, 2013, with an option to extend the contract for up to three additional years, in one year increments. Funding for the additional years will be based on the availability of CDBG funds and the City's General Fund, and subject to the review and approval of the City Attorney as to form and legality.
2. Authorize the Controller to disburse funds to the recommended service providers upon submission of proper demand from the General Manager of the Department of Aging, or designee; and
3. Authorize the General Manager of the Los Angeles Department of Aging or designee to prepare Controller instructions for any technical adjustments that are consistent with Mayor and Council actions, subject to the approval of the City Administrative Officer, and to authorize the Controller to implement these instructions.

### **APPROVAL OF SUCCESSFUL BIDDERS SUMMARY**

In February 2012, approval was granted the LADOA to release Request for Proposals for the selection of contractors for the delivery of Evidenced-Based Programs for senior and caregiver services funded by the CDBG and City General Fund (CF 11-1896).

Funding consists of \$975,730 in CDBG – CDBO PY2012-13, \$31,333 in CDBG – Public Svc PY 2012-13, and \$463,442 in General City Purpose Fund for a total of \$1,470,505. Contract award funding allocations for the EBP are contained in Attachment 1. The four-year funding cycle would begin on April 1, 2012 to March 31, 2013, with three one-year options to renew subject to continued funding and satisfactory performance of the respective service providers.

### **RFP Process**

The Mayor and City Council authorized the LADOA to release 15 RFPs for the delivery of Evidence-Based Programs for senior and caregiver services for PY 2012-13 (CF 11-1896), in February 2012. RFPs for the CDBG Evidenced-Based Program for ASAs 1 through 15 were released on March 9, 2012 and closed on April 9, 2012.

Public notices of the RFPs were advertised in the Los Angeles Daily News on Thursday, March 8, 2012. In addition, notices were mailed to current contractors of senior and

caregiver services administered by the LADOA, and parties expressing interest in contracting for the delivery of senior and caregiver services who were included on the Department's RFP mailing list. Electronic notices were posted on the LADOA website and the Los Angeles Business Assistance Virtual Network (LABAVN), the City's resource for bids and RFPs.

On March 23, 2012, the LADOA conducted a Bidders' Conferences for all interested parties of the subject RFPs. The conference was conducted to respond to questions specific to the program RFPs. LADOA staff provided technical assistance to all perspective bidders from March 9, 2012 to April 9, 2012, the duration of time between release and due date of the RFPs.

The LADOA received 17 proposals in response to all RFPs. Of the 15 ASAs only two were competitive (Westside and Southwestern ASAs). Each of the other 13 non-competitive bids have been rated, and all were deemed sufficient and in compliance with City standards in the provision of program services. In order to mitigate further delay of providing Evidenced-Based Programs to the 13 non-competitive areas the LADOA requests approval of its contractor recommendations contained in Attachment 1 while the two competitive ASAs are being rated by field experts staff, with backgrounds in Gerontology, and with education and EBP knowledge.

#### FISCAL IMPACT STATEMENT

Total funding for the Evidenced-Based Program is \$1,470,505, and is comprised of \$975,730 in CDBG – CDBO PY2012-13, \$31,333 in CDBG – Public Svc PY 2012-13, and \$463,442 in General City Purpose Fund.

A copy of this transmittal with the attachments is being forwarded to the City Attorney and President of the Council On Aging for concurrent review and approval.



LAURA TREJO  
General Manager

LT:JD:MP:DO:FQG:mn:m/12-13ebpsuccessfulbidder.noncompetitive

Attachment

cc: City Attorney  
City Administrative Officer  
Chief Legislative Analyst  
President, Council on Aging

**ATTACHMENT 1 - Recommended RFP contractors for Evidence Based Programs**

Contractor	CDBG - CDBO PY2012-13	CDBG - Public Svc PY2012-13	General City Purpose Fund FY2011-12	Total	Aging Service Area
Westside ASA	\$94,000			\$94,000	Westside
Southwestern ASA	\$94,000			\$94,000	Southwestern
Partners In Care Foundation	\$78,773		\$75,732	\$154,505	West Adams
ONEgeneration	\$78,773		\$15,227	\$94,000	SW Valley
San Fernando Valley Interfaith Council	\$78,773		\$15,227	\$94,000	NW Valley
San Fernando Valley Interfaith Council	\$78,773		\$15,227	\$94,000	NE Valley
San Fernando Valley Interfaith Council	\$78,773		\$15,227	\$94,000	Mid Valley
San Fernando Valley Interfaith Council	\$78,773		\$15,227	\$94,000	SE Valley
St. Barnabas Senior Center of Los Angeles	\$78,773		\$15,227	\$94,000	City
Watts Labor Community Action Committee	\$78,773		\$15,227	\$94,000	Central
Watts Labor Community Action Committee	\$78,773		\$15,227	\$94,000	South LA
Wilmington Jaycees Foundation	\$78,773		\$15,227	\$94,000	Harbor
Assistance League of Southern California			\$94,000	\$94,000	Northside
International Institute of Los Angeles		\$31,333	\$62,667	\$94,000	Eastside
Jewish Family Services of Los Angeles			\$94,000	\$94,000	West Wilshire
	<b>\$975,730</b>	<b>\$31,333</b>	<b>\$463,442</b>	<b>\$1,470,505</b>	