

Department of Public Works

ADOPTED BY THE BOARD
PUBLIC WORKS OF THE CITY
of Los Angeles California

Board of Public Works
Report No. 1

FEB 21 2018

February 21, 2018
CD No: All


Executive Officer
Board of Public Works

REQUEST TO AWARD CONTRACT TO THE HUNTERS POINT FAMILY TO PROVIDE BATHROOM ATTENDANT AND MONITORING SERVICES AT AUTOMATIC PUBLIC TOILET AND MOBILE PIT STOP PROGRAM LOCATIONS

RECOMMENDATIONS

That the Board of Public Works:

1. CONCUR with the City Council and Mayor action (C.F. 17-1092) to approve the proposed personal services contract between the Board of Public Works and Hunters Point Family, in substantial form, for six months at an amount not-to-exceed \$942,000 plus \$141,300 in contingency (15 percent), for an aggregate total of \$1,083,300;
2. AUTHORIZE the President or two members of the Board of Public Works to execute the contract after approval as-to-form has been obtained from the City Attorney; and,
3. AUTHORIZE the Executive Officer to exercise one six month extension at an additional cost of \$880,000, subject to funding availability and City Council approval.

TRANSMITTALS

1. Proposed contract, in substantial form, between City of Los Angeles and Hunters Point Family.
2. Mayor and Council action authorizing implementation of pilot program and associated funding (C.F. 17-1092).

DISCUSSION

Background

On September 19, 2017, the Los Angeles County Department of Public Health (DPH) declared an outbreak of Hepatitis A Virus (HAV) in Los Angeles County. On October 31, 2017, the Los Angeles City Council (Council) approved a motion describing the public health risk associated with people who are forced to urinate and defecate in public places due to the lack of access to public restrooms (C.F. 17-1092). Therefore, the motion directed the Office of the City Administrative Officer (CAO) to report on options for emergency portable public toilets and add bathroom attendants to increase access to public bathrooms as a vital component in preventing the further spread of HAV.

In a report dated December 4, 2017, the CAO analyzed DPH data on need for bathrooms, encampment location data from the Los Angeles Homeless Services Agency (LAHSA), and locations of existing public facilities to determine the areas with the greatest need for additional bathrooms. It also researched options to expand bathroom availability, including but not limited to the City of San Francisco Public Works Department's (SFPW) Pit Stop Program. The SFPW program successfully provided safe and clean public toilets, sinks, used needle receptacles, and dog waste stations in neighborhoods with a high population of individuals experiencing homelessness. At each location, at least one (1) bathroom attendant was present during hours of

station. The estimated cost to lease these units for six months at five Pit Stop locations, with daily delivery and cleanup is roughly \$280,000.

In order to implement the pilot quickly, and based on their proven success managing the program with SFPW, Council authorized the Board contract with the Hunters Point Family for the hiring of bathroom attendants. Since the SFPW contract was competitively procured, the Board is piggybacking on the competitive process used by the SFPW to select Hunters Point Family to meet the Los Angeles City Charter Section 371 requirements. If this program is continued beyond the six month pilot and six month extension, then a future RFP process would be conducted for services beyond one year.

Scope of Work

The scope of work is focused primarily on the monitoring of eight total locations, including three APTs and five Mobile Pit Stop locations, for 12 hours per day and seven days a week. This would include:

- Cleaning and daily set-up at each location;
- Ensuring safe usage of each bathroom;
- Enforcing courtesy rules and reporting and damage or misuse of the bathrooms;
- Securing bathrooms in the event it becomes unusable due to damage or vandalism;
- Cleaning sidewalks, curbs, and areas adjacent to bathrooms; and,
- Managing the collection of waste including needles, trash, and hazardous waste.

The Hunters Point Family will also be responsible for providing training to the bathroom attendants such as trauma informed, de-escalation training and handling of SHARPS and hazardous waste. There will be monthly reporting requirements on usage rates and demographic information, as well as on the volume of the specific waste types collected around the bathroom.

The locations, hours of operation, and number of attendants identified by the CAO, CLA, and Council Offices listed below. However, the City may elect to change these locations based on usage rates, safety, feasibility, and various other factors. At least one attendant will be on site at each location during hours of operation, and at least two at the Venice location. Due to the 12 hour daily operation, this may require staffing more than one individual per location.

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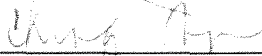
Page 5

Respectfully submitted,



Dr. Fernando Campos
Executive Officer, Board of Public Works

Statement as to Funds approved by:



Victoria A. Santiago, Director
Office of Accounting
Date: 2/14/18

Questions regarding this report may be referred to:
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