



TO: Board of Contracts and Awards
FROM: Linda Stewart, Director, Neighborhood and Community Services
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COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
 Jessica Tonka, Finance/Purchasing
SUBJECT: Comprehensive Life Resources Direct Negotiation Waiver, Contract No.
 CW2227270/C574 - July 2, 2019
DATE: June 17, 2019

RECOMMENDATION SUMMARY:

Neighborhood and Community Services (NCS) requests approval to increase Contract Number CW2227270/C574, to Comprehensive Life Resources, Tacoma, Washington, by \$173,323.00, plus any applicable taxes. This increase will bring the contract to a cumulative total of \$3,426,677.35, plus any applicable taxes.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Encourage thriving residents with abundant opportunities for life-long learning.

BACKGROUND:

On December 4, 2018, Council approved the Neighborhood and Community Services request to award contracts for the 2019-20 Biennium funding process. For Comprehensive Life Resources, the Council approved spending for the following services in the following amounts:

	Authorized by Council
Gang Reduction	\$ 743,334.00
Youth and Young Adult Overnight Shelter	\$ 600,000.00
Housing Navigator	\$ 198,000.00
Making Connections	\$ 97,720.00
New Beginnings	\$ 590,422.00
Life Connections	\$ 312,691.35
Positive Interactions	<u>\$ 631,187.00</u>
	<u><u>\$ 3,173,354.35</u></u>

The Tacoma Gang Reduction Project scope of work was executed for only six months, January – June 2019, in the amount of \$185,833.50, to allow time to complete the 2019 Tacoma Gang Assessment. The Gang Assessment recommendations have been fully reviewed by the Gang Project Executive Steering Committee and the vendor and City have agreed on a complete project scope, and NCS wishes to fully implement the program for 2019 - 2020. However, additional spending authority is needed because of increased budget needs in other Comprehensive Life Resources program areas. The contract extension for the Gang Reduction Project was anticipated in the 2019-2020 budget and was authorized by Council.



During the contract negotiation process with Comprehensive Life Resources, NCS identified the need to increase the budgets for specific elements of the contract as follows:

- Positive Interactions program by \$132,223.00 to fund an additional position for outreach in the downtown area
- Youth and Young Adult Drop in Center and Young Adult Overnight Shelter by \$3,600.00 to fund additional staff to increase effectiveness of operations

The total of these amounts, \$135,823.00, was in excess of what was included in the December 4, 2018 Council Action Memorandum to authorize 2019-2020 allocations. While the contract was executed, this amount is inconsistent with what was included in the December 4, 2018 Council Action Memorandum.

In addition, on March 19, 2019, a contract amendment was executed to increase the compensation for the Youth and Young Adult Drop in Center and Young Adult Overnight Shelter by \$37,500.00.

On June 4, 2019, Council approved an \$80,000.00 increase to Youth and Young Adult Drop in Center and Young Adult Overnight Shelter.

As a result of these actions, the Comprehensive Life Resources contract needs to be increased to a total of \$3,426,677.35.

ISSUE:

NCS is seeking Council approval for an increase of the Comprehensive Life Resources Contract for a total of \$173,323.00, to correct the necessary allocations for each program area. This amount was previously allocated to the Gang Reduction Project and authorized by Council; however, since Council authorization of the 2019-2020 allocations in December 2018, programmatic requirements have necessitated increases to other elements of the Comprehensive Life Resources contract to address emergent needs in the area of homelessness (adult and youth/young adult). There is available funding from Mental Health and Substance Use Disorder (MHSUD) tax revenue available for this increase.

ALTERNATIVES: Council could choose not to approve the increase in Positive Interactions and Youth and Young Adult Drop in Center and Young Adult Overnight Shelter, and ask staff to amend projected budgets in the other program areas, which will decrease funding in those areas.

COMPETITIVE ANALYSIS:

The Life Connections program was awarded from Request for Proposals NC18-0177F which opened August 21, 2018. There were 298 suppliers invited to bid in addition to normal advertising of the project. The Human Services Commission rated each program submittal and recommended award to multiple suppliers including Comprehensive Life Resources. A Direct Negotiation Waiver (DNW) was approved for the remaining six scopes of work.



CONTRACT HISTORY: This contract was originally awarded to Comprehensive Life Resources in January 2019 in the amount of \$2,565,843.35. Purchase Resolution 40177 was approved by Council on December 4, 2018 in the amount of \$3,173,354.35 for seven scopes of work. In March of 2019 an amendment was executed to increase the contract by \$223,333.50 for the Youth and Young Adult day and night shelter and the Gang Reduction Project (R.A.I.N.) for a new cumulative total of \$2,789,176.85.

SBE/LEAP COMPLIANCE: Not applicable.

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1185-MHCD (Mental Health)	859100 (Homelessness)	5330100	\$173,323.00
TOTAL			

* General Fund: Include Department

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1185-MHCD (Mental Health)	859100	4313250	\$173,323.00
TOTAL			

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$173,323.00

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A