



City of Tacoma

Tacoma

Neighborhood and Community Services - Human Services Division

To: T.C. Broadnax, City Manager

From: Nadia Chandler Hardy, Director, Neighborhood and Community Services / Assistant to the City Manager

Subject: Authorization of Direct Negotiation for Professional Services and Personal Services over \$200,000 - Summer Jobs 253 Personal Services Contract

Date: November 28, 2016

For your review and recommendation.

TMC 1.06.256 requires competitive solicitation of all services. Wherever possible, services should be procured as a result of a request for bids, request for proposals or request for qualifications, as appropriate. TMC 1.06.256 (B) allows for direct negotiation of professional services and personal services, excluding architectural and engineering services, when determined by the City Manager or Director of Utilities/CEO, or their respective designees, to be in the best interest of the City.

RECOMMENDATION: In accordance with TMC 1.06.256 (B), Neighborhood & Community Services/Human Services Division requests a waiver of the competitive solicitation process and authorization to directly negotiate with Tacoma Community House/REACH Center, for conducting a summer youth employment program, for an estimated amount of \$214,464.00 sales tax not applicable.

EXPLANATION: Summer Jobs 253 is an annually recurring, short-term summer youth employment program. The contract duration is seven months due to the early usual business partnership recruiting. Funding sources and amounts for the program did not match original projections, and the CITY has received funding beyond the original projections and TCH/REACH did not receive contributions commensurate with the original budget projections, which require an amendment to the contracted budget from \$199,464 to \$214,464. The \$15,000 increase is covered by funding from WASHINGTON STEM to bolster essential program activities.

JUSTIFICATION FOR DIRECT NEGOTIATION: Summer Jobs 253 is a program developed through partnerships. The REACH Center is a leader in the community when it comes to working with youth, and is uniquely qualified to conduct a program of this magnitude and scope.

FUNDING: Funds for this purchase are available in the Community Services cost center 92800, Criminal Justice cost center 665000, OJJDP cost center 837400, and Special Revenue cost center 858600.

HUB COMPLIANCE: HUB staff were not contacted. Not applicable (TPU).

PROJECT COORDINATOR: Christopher Wright, Human Services Division, 253-591-5075.

Nadia Chandler Hardy, NCS Director

Date

11/28/2016

AUTHORIZED:

T.C. Broadnax, City Manager

Date

11/28/2016