

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

November 10, 2022

TO: Board of Library Commissioners
FROM: John F. Szabo, City Librarian
SUBJECT: **AWARD OF FIVE CONTRACTS TO PROVIDE MENTAL HEALTH SERVICES AND/OR SOCIAL SERVICES**

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners (“Board”):

1. Award a contract, substantially in the form on file, to Melissa Munn Consulting to provide Mental Health Services and/or Social Services for the Library on an as-needed and as-requested basis and find the proposal submitted to be responsive to the Request for Qualifications to Provide Mental Health Services and/or Social Services (RFQ).
2. Award a contract, substantially in the form on file, to St. Joseph Center to provide Mental Health Services and/or Social Services for the Library on an as-needed and as-requested basis and find the proposal submitted to be responsive to the RFQ.
3. Award a contract, substantially in the form on file, to Urban Alchemy to provide Mental Health Services and/or Social Services for the Library on an as-needed and as-requested basis and find the proposal submitted to be responsive to the RFQ.
4. Award a contract, substantially in the form on file, to Urban Voices Project to provide Mental Health Services and/or Social Services for the Library on an as-needed and as-requested basis and find the proposal submitted to be responsive to the RFQ.
5. Award a contract, substantially in the form on file, to WEA CA, PC to provide Mental Health Services and/or Social Services for the Library on an as-needed and as-requested basis and find the proposal submitted to be responsive to the RFQ.
6. Find, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by independent contractors than by City employees.
7. Authorize the City Librarian and City Attorney to make technical and clerical changes, if needed, to the contracts.

8. Authorize the Board President and the Board Secretary to execute the contracts upon completion of all required approvals.
9. Adopt the attached Resolution regarding the award and execution of the five contracts to provide Mental Health Services and/or Social Services.

B. STATEMENT OF FACTS:

1. On January 27, 2022, the Board approved the release of the RFQ to find qualified and experienced entities to provide mental health services and/or social services at the Central Library and the 72 Branch Libraries (Library Resolution No. 2022-7).
2. The RFQ was released on February 18, 2022, with a proposal due date of May 18, 2022.
3. Addendum No. 1 to the RFQ was released on April 5, 2022, and revised the due date for proposals to June 30, 2022, and changed the Mandatory Pre-Proposal Conference date to May 18, 2022.
4. Addendum No. 2 to the RFQ was released on May 27, 2022, and revised the due date for proposals to July 14, 2022, and scheduled an additional Mandatory Pre-Proposal Conference for June 15, 2022.
5. On October 13, 2022, the Board authorized staff to repost the RFQ with a rolling submission due date of no later than December 6, 2022, to allow qualified organizations that were unable to meet the first deadline an opportunity to be considered and allow staff to present contract award recommendations to the Board as the proposals are submitted, reviewed and evaluated (Library Resolution No. 2207-36 [C-30]).
6. On October 14, 2022, Library staff reposted the RFQ and received five proposals. Staff reviewed the proposals and found all five proposals to be responsive to the RFQ submittal requirements:
7. An evaluation panel of Library employees reviewed the proposals and determined that all five organizations were qualified to perform the proposed services. The following is a brief background of each organization:

A. Melissa Munn Consulting

Melissa Munn is trained in Critical Incident Stress Management to provide debrief and therapeutic support to staff following incidents, and training on de-escalation techniques, situational awareness, stress management, and trauma-informed care. Ms. Munn will also develop programs to train staff who work with patrons who are housing insecure, have mental health and/or substance abuse problems, or who are undergoing a crisis. Ms. Munn has more than nine years of experience working with large library systems and ten years working with youth and teens experiencing homelessness, those involved in the criminal justice system, and teens aging out of foster care.

B. St. Joseph Center

The organization was founded in 1976 as a multiservice agency that serves low-income families and people who are homeless. The organization provides services to connect patrons to needed services, prevent disruptive incidents, develop and present training and workshops, and increase connections for Library patrons to community resources.

C. Urban Alchemy

The organization was founded in 2018 to provide a sense of peace and respect to the most chaotic urban areas that are dealing with extreme poverty, addiction, mental illness, and hopelessness. The organization's mission is to transform people and urban spaces with respect and compassion.

D. Urban Voices Project

Rooted in Skid Row through music, community, and open-hearted inclusion of the most marginalized members of society, Urban Voices Project (UVP) amplifies artistic expression to improve well-being, strengthen social networks, and inspire individuals to be their own best advocates. UVP's facilitators are trained in de-escalation techniques and restorative practices.

E. WEA CA, PC

WEA CA, PC is a national multi-disciplinary team of physicians, health professionals, and organizational experts with expertise in behavioral health, infectious disease, public health, emergency medicine, primary care, and advanced practice pharmacy. WEA CA, PC's core mission is to address healthcare disparities and social determinants of health, particularly those that have been amplified by the COVID-19 pandemic.

8. Staff recommends that the Board award contracts to the five Contractors stated in this report. The term of the proposed contracts will be for five years in an amount not to exceed \$860,267 per contract per fiscal year (July 1 – June 30). No minimum amount of work or compensation is guaranteed, and all work will be performed on an as-needed and as-requested basis.
9. The Library does not have the appropriate staff in its employ to perform the mental health services and/or social services required to support Library staff and patrons. Staff therefore requests that the Board find that the services are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by independent contractors than by City employees.
10. Funds are available in Contractual Services Account 3040 to compensate the Contractors for services in accordance with the proposed contracts.
11. The contracts have been reviewed by the City Attorney and are ready to be transmitted for processing.

Attachments

Project Manager: Karen Pickard-Four, Library Experience Office Lead

Prepared by: Deirdre Gomez, Senior Management Analyst (Retired)
Robert Morales, Senior Management Analyst (Retired)

Reviewed by: Madeleine M. Rackley, Business Office Manager
Susan Broman, Assistant City Librarian

RESOLUTION

LIBRARY RESOLUTION NO. 2022-XX (C-XX)

WHEREAS, on January 27, 2022, the Board of Library Commissioners (Board) approved the release of a Request for Qualifications (RFQ) to provide Mental Health Services and/or Social Services at the Library on an as-needed and as-requested basis (Library Resolution No. 2022-7); and

WHEREAS, the RFQ was released on February 18, 2022, with a proposal due date of May 18, 2022; and

WHEREAS, addendum No. 1 to the RFQ was released on April 5, 2022, and revised the due date for proposals to June 30, 2022, and changed the Mandatory Pre-Proposal Conferences date to May 18, 2022; and

WHEREAS, addendum No. 2 to the RFQ was released on May 27, 2022, and revised the due date for proposals to July 14, 2022, and scheduled an additional Mandatory Pre-Proposal Conference for June 15, 2022; and

WHEREAS, on October 13, 2022, the Board authorized staff to repost the RFQ with a rolling submission due date of no later than December 6, 2022, to allow qualified organizations that were unable to meet the first deadline an opportunity to be considered and allow staff to present contract award recommendations to the Board as the proposals are submitted, reviewed and evaluated (Library Resolution No. 2207-36 [C-30]); and

WHEREAS, on October 14, 2022, Library staff reposted the RFQ and received the following five proposals:

1. Melissa Munn Consulting
2. St. Joseph Center
3. Urban Alchemy
4. Urban Voices Project
5. WEA CA, PC

WHEREAS, Library staff reviewed the proposals and found all five proposals to be responsive to the RFQ submittal requirements and an evaluation panel of Library employees reviewed the proposals and determined that all five organizations were qualified to perform the proposed services; and

WHEREAS, on November 10, 2022, the Board found, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees; and

WHEREAS, on November 10, 2022, the Board approved the award of contracts to the five Contractors for a term of five years in an amount not to exceed \$860,267 per contract per fiscal year (July 1–June 30). No minimum amount of work or compensation is guaranteed, and all work will be performed on an as-needed and as-requested basis; and

WHEREAS, funds are available to compensate the Contractors for services in accordance with the Agreement:

THEREFORE, BE IT RESOLVED, that the Board adopts the recommendations and findings of the City Librarian’s Board Report and approve the five contracts with the aforementioned organizations to provide Mental Health Services and/or Social Services for the Library as stated in the report;

FURTHER RESOLVED, that the Board authorize the City Librarian and the City Attorney to make technical and clerical changes, if needed, to the contracts; and,

FURTHER RESOLVED, that the Board authorize the Board President and Board Secretary to execute the five contracts upon the completion of all required approvals.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:

NOES:

ABSENT: