CATALOG

CITY OF

OXNARD

CALIFORNIA

Prepared By: Grace Magistrale Hoffman
Reviewed By: City Manager
City Attorney
Finance
Other (Specify)

Meeting Date: 10/21/14

DATE: October 3, 2014
TO: City Council
FROM: Grace Magistrale Hoffman, Deputy City Manager
City Manager’s Office

SUBJECT: Second Amendment to Agreement with DH Green Consulting for Prevention and Community Outreach Services for the Oxnard Alliance for Community Strength

RECOMMENDATION

Approve and authorize the Mayor to execute a Second Amendment to Agreement (5885-12-CM) with DH Green Consulting for the term of October 14, 2014, to September 30, 2015, in the amount of $100,000, bringing the total contract amount to $300,000 (with $150,000 reimbursed by the County of Ventura for the life of the contract).

DISCUSSION

The Oxnard Alliance for Community Strength is led by Oxnard City Council representatives Mayor Tim Flynn and Mayor Pro Tem Carmen Ramirez. The purpose of the collaborative with the County of Ventura (represented by Supervisor Kathy Long and Supervisor John Zaragoza) is to provide direction and focus that will facilitate violence prevention efforts within a network of organizations and individuals in the City of Oxnard. DH Green will provide prevention and community outreach services to further the long- and short-term goals and objectives of the Oxnard Alliance for Community Strength on behalf of the City of Oxnard, County of Ventura Human Services Agency, and the County of Ventura Probation Agency. The total cost of the contract is $100,000, with the County of Ventura reimbursing the City $50,000. Therefore, the actual cost to the General Fund is $50,000.

In 2012, a Request for Proposal (RFP) was issued with two proposals submitted. DH Green Consulting was ranked as the best qualified for the work. The original agreement was from July 2012 to August 2013. The first amendment was from October 2013 to September 2014. This second amendment will be for a term of October 2014 to September 2015.

FINANCIAL IMPACT

Funds are available in the Fiscal Year 2014 – 2015 Adopted Budget to cover the cost of these services. $50,000 of the $100,000 will be reimbursed by the County of Ventura for an actual cost to the City’s General Fund of $50,000.

Attachment #1 - Second Amendment to DH Green Consulting Contract
SECOND AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES

This Second Amendment ("Second Amendment") to the Agreement for Consulting Services ("Agreement") is made and entered into in the County of Ventura, State of California, this 7th day of October, 2014, by and between the City of Oxnard, a municipal corporation ("City"), and DH Green Consulting ("Consultant"). This Second Amendment amends the Agreement entered into on July 19, 2012, by City and Consultant. The Agreement has previously been amended on September 10, 2013 by a First Amendment.

City and Consultant agree as follows:

1. Effective October 14, 2014, Exhibit A-1 is deleted and replaced with Exhibit A-2 and the reference to "Exhibit A-1" in Section 1 of the Agreement is replaced with "Exhibit A-2" which is attached hereto and incorporated by this reference in full herein.

2. Effective October 14, 2014, Exhibit B-1 is deleted and replaced with Exhibit B-2 and the reference to "Exhibit B-1" in Section 8 of the Agreement is replaced with "Exhibit B-2" which is attached hereto and incorporated by this reference in full herein.

3. In Section 12 of the Agreement, the date "September 30, 2014" is deleted and replaced by the date "September 30, 2015."

4. Effective October 14, 2014, Exhibit C-1 is deleted and replaced with Exhibit C-2 and the reference to "Exhibit C-1" in Section 14 of the Agreement is replaced with "Exhibit C-2" which is attached hereto and incorporated by this reference in full herein.

5. In Section 14 of the Agreement, the figure "$200,000" is deleted and replaced with "$300,000".

6. As so amended, the Agreement remains in full force and effect.

CITY OF OXNARD

Tim Flynn, Mayor

CONSULTANT

Doug Green, Principal
DH Green Consulting

APPROVED AS TO FORM:

Stephen Fischer, Interim City Attorney

APPROVED AS TO INSURANCE:

James Cameron, Risk Manager

APPROVED AS TO CONTENT:

Grace Magistrale Hoffman, Project Manager

APPROVED AS TO AMOUNT:

Greg Nyhoff, City Manager
Introduction:

Contractor will provide professional consulting services to further the long and short-term goals and objectives of the Oxnard Alliance for Community Strength (the Alliance) on behalf of the City of Oxnard, County of Ventura Human Services Agency, and County of Ventura Probation Agency. The purpose of the Alliance is to provide direction and focus that will facilitate violence prevention efforts within a network of organizations and individuals in the City of Oxnard and surrounding areas. The term of the contract will be for one year beginning October 14, 2014 and ending September 30, 2015. Further funding for subsequent years will be considered at the discretion of the City and County partners.

The ability to be flexible and adaptable is critical to the success of this effort, since living and work environments are seldom static. Short and long term goals will be determined by the Contractor and the Alliance and will be reflected in a adaptable Implementation Plan approved by the Alliance Technical Team. The core value of cultural competency – effectively responding to the community in a cross cultural context -- will be central to the work of the Alliance, Task Forces and Subcommittees. Cultural competence recognizes and values the strengths of individuals, families, and communities and honors the worth and dignity of all.

The Oxnard Alliance for Community Strength’s Action Plan and Implementation Plan are reflective of the Strategic Action Framework for Empowered & Thriving Youth (SAFETY) Blueprint adopted by Oxnard City Council in March 2009 and the Community Wisdom Narrative: Consejos Report. The SAFETY Blueprint states that a “strategic focus on positive outcomes for young people must recognize the interrelationship between different forms of violence. Few individuals and even fewer families experience violence as a single issue or as a discrete phenomenon. Often, different forms of violence – intimate violence, child abuse and neglect, sexual violence, gang violence, bullying, suicidal behavior- co-exist within the same home, interrelated in complicated ways. Each experience of these types of violence is a risk factor for other forms of violence.” The prevention of violence will take a life-time commitment and multi-layered holistic approach.

Contractor Responsibilities

In consideration of the foregoing, this Scope of Work with Time for Performance outlines the activities and deliverables to be provided by Contractor as part of this collaborative project. The Contractor shall provide leadership in the oversight and phased implementation of the Alliance Action Plan. The implementation includes working within the Alliances network of partners and with ad hoc committees as determined by the Alliance Technical Team to ensure success of the project. Contractor shall provide the scope of work outlined below during the term of the contract.
<table>
<thead>
<tr>
<th>2014-15 OXNARD ALLIANCE SCOPE OF WORK AT A GLANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Focus: Support the accomplishment of specific Alliance Goals</strong></td>
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<tr>
<td><strong>Youth and Schools Goals.</strong> Strengthen involvement of youth in violence prevention.</td>
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<tr>
<td><strong>Families Goal.</strong> Promote best and promising practices in parenting.</td>
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<tr>
<td><strong>Families Goal.</strong> Develop leadership capacity among local parents.</td>
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<tr>
<td><strong>Neighborhoods Goal.</strong> Train partners in responding to community violence in a trauma-informed way.</td>
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<tr>
<td>Scope Elements</td>
</tr>
<tr>
<td>----------------------------------------</td>
</tr>
<tr>
<td><strong>Focus: Support the accomplishment of specific Alliance Goals</strong></td>
</tr>
<tr>
<td><strong>Neighborhoods Goal.</strong> Support highly-impacted neighborhoods.</td>
</tr>
<tr>
<td><strong>City-wide goal.</strong> Support the adoption of restorative justice practices throughout the Alliance network.</td>
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</tbody>
</table>

*Adverse Children Experiences website and blog for organizations and areas focused on promoting trauma-informed practices.*
<table>
<thead>
<tr>
<th>Scope Elements</th>
<th>Activities</th>
<th>Outcomes</th>
<th>Timeline</th>
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<tbody>
<tr>
<td><strong>Focus: Strengthen the network of the Oxnard Alliance</strong></td>
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<tr>
<td>Serve as Prevention and Community Outreach Coordinator.</td>
<td>Co-facilitate Technical Team and Alliance All Partner meetings; Support Alliance partner organizations with information and technical assistance as needed; Work with Alliance partners to achieve outcomes of this Scope of Work. Share opportunities for engagement with the Alliance and results achieved with the community. Attend partner events and meetings to support their violence prevention and family strengthening efforts, provide information about Alliance activities and remain informed about trends in the field.</td>
<td>Strengthened network of partners working collaboratively.</td>
<td>Ongoing through 9/30/15.</td>
</tr>
<tr>
<td>Share information, including best and promising practices and available resources.</td>
<td>Work with the Technical Team to share best and promising practices, report progress in completing this Scope of Work, share information about partners’ programs and highlight the successes of Alliance partners.</td>
<td>Increased communication and access to best and promising practices.</td>
<td>Ongoing communication through 9/30/15.</td>
</tr>
<tr>
<td>Coordinate efforts with other city departments.</td>
<td>Work with the Youth Safety Coordinator and other city departments to create a strong continuum of prevention, intervention, enforcement and suppression activities.</td>
<td>Increased alignment of violence prevention programs.</td>
<td>Ongoing through 9/30/15</td>
</tr>
<tr>
<td>Ensure cultural responsiveness in Alliance-sponsored activities.</td>
<td>Ensure Alliance-sponsored activities, meeting plans and communications include culturally proficient approaches, including meeting times, child supervision and interpreter services.</td>
<td>Increased cultural proficiency.</td>
<td>Ongoing through 9/30/15.</td>
</tr>
</tbody>
</table>
IV. Compensation Schedule:
A. The minimum number of hours that Contractor will perform for the ALLIANCE during the term of this contract is 1000 hours (October 14, 2014 – September 30, 2015). The total budget for these services is $100,000. Assuming all services are performed by Contractor, the maximum financial responsibilities of the governmental entities towards the Contractor for the Project is $8,333.33.

1. Compensation from the City of Oxnard: The City of Oxnard will pay $8,333.33 per month.

2. Billing Schedule: The City of Oxnard will pay Contractor monthly for services rendered within 30 days of receipt of an accurate and approved invoice submitted to the City of Oxnard, fiscal services. The monthly invoice and hours worked will be due no later than the tenth calendar day of the subsequent month. A report detailing services rendered will be submitted quarterly. The designated City of Oxnard program staff assigned to this contract will coordinate with City of Oxnard Fiscal Services to review and approve the claim for processing.