



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Albert Balagso

**SUBJECT: PARKS, RECREATION AND
NEIGHBORHOOD SERVICES
2006-2007 AGREEMENTS**

DATE: 06-05-06

Approved

Date

06-05-06

COUNCIL DISTRICT: Citywide
SNI AREA: N/A

RECOMMENDATION

Adopt a resolution authorizing the City Manager (or his designee) to negotiate and execute all of the following agreements, subject to the appropriation of funds by City Council, and on such terms and conditions as deemed appropriate by the City Manager:

(a) agreements and amendments to agreements, for Parks, Recreation and Neighborhood Services Department (PRNS) programs identified on the attachment, consistent with the amounts budgeted for these programs in the adopted budget for 2006-2007; and

(b) agreements and amendments to agreements, accepting grant funds from the County of Santa Clara (County) for provision of mental health services and senior nutrition programs, in amounts consistent with budgeted amounts in the adopted budget for 2006-2007; and

(c) a three-month extension of the agreement with the County of Santa Clara of the Senior Nutrition Agreement into the first three months of FY 2007-2008 and to accept grant funds for that period in amounts consistent with budgeted amounts in the adopted budget for FY 2007-2008, until a new agreement for 2007-2008 is finalized with the County; and

(d) agreements and amendments to the agreements during FY 2006-2007 in amounts consistent with budgeted amounts in the adopted budget for 2006-2007, for the following grant programs: Bringing Everyone's Strengths Together (BEST), Community Action and Pride (CAP), San José After School program (SJAS) including Level 1 Homework Center Contracts and the Healthy Neighborhoods Venture Fund (HNVF); and

(e) agreements and amendments to agreements, applying for and accepting grant funds from the State of California, if awarded for the provision of after school programs, in amounts consistent with budgeted amounts in the adopted budget for 2006-2007.

OUTCOME

By delegating to the City Manager the authority to negotiate and execute these contracts, the process of making funding available to the recipients will be expedited. Additionally, City Council and staff time that would usually be required throughout the organization to prepare and review individual memos for these agreements will be significantly reduced.

BACKGROUND

In response to the City Council and City Manager's interest in accelerating the City's administrative processes, including the contract process, PRNS is seeking authorization to negotiate and execute 2006-2007 agreements. This authorization will allow execution of agreements during the City Council's July recess. These agreements either expire June 30, 2006 or will need to be executed sometime during the fiscal year.

ANALYSIS

The City contracts with community-based organizations, school districts, and other parties for various programs administered by PRNS. These programs provide services that support the livability of neighborhoods, offer opportunities for individuals to enjoy life, and strengthen communities of people within San José. The City also contracts with the County to receive funds for the provision of senior nutrition services and for the Grace Community Center program for mentally disabled adults.

The funding for these agreements is both ongoing, as in the case of programs added to the base budget, or one-time, and the City is interested in processing these agreements in a timely manner. The City Council has approved the funding of the agreements through discussion and approval of the City's budget for 2006-2007.

In a number of cases, the amount to be paid or be received by the City through these contracts exceeds the City Manager's contract authority. By delegating to the City Manager the authority to negotiate and execute these contracts, the process of making funding available to the recipients will be expedited. Additionally, City Council and staff time that would usually be required throughout the organization to prepare and review individual memos for these agreements will be significantly reduced.

The proposed contracts and the corresponding compensation to be paid by the City with 2006-2007 funds or to be received by the City are identified in the attachment. At the time this memorandum is being written, the final budget for 2006-2007 has not been adopted by the City Council. In the event the amounts specified for these contracts change in the final budget, the contracts would reflect the amount specified in the final budget and corresponding

appropriations. The City Manager shall have the authority to accept from the County funds exceeding the figures identified in the attachment for the specified programs and purposes identified in the attachment under the heading "Compensation Paid to City of San José," provided that the City Manager determines that the City is able to provide the services and comply with any additional requirements associated with the increased grant funds. The City Manager shall process any required budgetary adjustments and appropriation actions resulting from a deviation in the amounts actually received from the County for such programs.

PRNS is also seeking authority for the City Manager or his designee, to sign amendments to all of the agreements covered by this memorandum. The City Manager or designee may only exercise such amendment authority if the contract, as amended, is consistent with the approved budget and further provided that City Council has taken all appropriation actions necessary to fulfill the terms of the amended contract.

Consultant Agreements that require compliance of Ordinance No. 27136 (which amended the preference in the award of contracts for local and small businesses) have not been included in this memorandum.

PUBLIC OUTREACH

The attachment identifies the contracts where public outreach is applicable.

COORDINATION

This memorandum has been coordinated with the City Attorney's Office, and the City Manager's Office.

COST IMPLICATIONS

The agreements cited in the attachment are funded in the FY 2006-07 Proposed Operating Budget.

CEQA

Not a Project.


ALBERT BALAGSO
Acting Director of Parks, Recreation
and Neighborhood Services

For Questions please contact Rebeca Dominguez, Analyst, at 793-4199.

Attachment

ATTACHMENT

AGREEMENT	DESCRIPTION	PROPOSED 2006-07 BUDGET
Catholic Charities of Santa Clara County Agreement	Operate programs at the Washington Youth Center. Catholic Charities was selected through an RFP process.	\$443,668
Grace Baptist Church Lease Agreement	Lease of space, including church and adjacent building for operation of the Grace Community Center for a term beginning 7/1/2006 through 6/30/2007	\$110,366
Kids Love Soccer	Instructor Agreement to provide soccer instruction at various Community Centers.	\$250,000
MACSA Youth Center	Agreement with MACSA for the Operation of the MACSA Youth Center.	\$280,323
Noteworthy Music School	Instructor Agreement (beginning 9/1/06 through 8/31/2008) to provide basic piano keyboard skills and music reading for beginning and intermediate levels at various community centers and other locations throughout the City.	\$120,000
San Jose After-School Agreements	Provide funding to school districts and other agencies where youth may receive services which may include homework assistance, tutoring, other academic and cultural enrichment, recreation and nutrition.	\$6,100,000
Healthy Neighborhood Venture Fund Agreements	Provide HN VF grant funds to selected qualifying community based organizations and other agencies.	\$3,841,593
Bring Everyone's Strengths Together (BEST) Grant Agreements	Provide BEST grant funds to selected qualifying community based organizations and other agencies.	\$3,000,000

AGREEMENT	DESCRIPTION	PROPOSED 2006-07 BUDGET
Community Action Pride Grant Agreements	Provide CAP grant funds to a fiscal agent to administer grants for neighborhood groups and associations.	\$374,067
San Jose Conservation Corps Agreement	Assist in removal of graffiti from private property.	\$105,473
Skyhawks	Provide summer sports camps at various Community Centers and other locations throughout the City.	\$220,000
<u>Compensation paid to the City of San Jose</u>		
Corporation for National and Community Services Grant Application and Agreement	Submit grant application for the 2007-08 FY (which is due for submittal during the 2006-07 FY) and accept grant funds and negotiate and execute all agreements consistent with budgeted amounts if grant is awarded for provision of the Senior Companion Program	\$130,309
County of Santa Clara Agreement for Mental Health Services	Joint provision of mental health services at City's Grace Community Center.	City estimates receipt of up to \$589,538
County of Santa Clara Agreement for Senior Nutrition Program	Joint provision of a nutrition program for seniors.	City estimates receipt of up to \$1,100,000