



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Robert L. Davis

SUBJECT: See Below

DATE: November 22, 2004

Approved

Date

11/30/04

COUNCIL DISTRICT: City-Wide

SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH *NEXT DOOR SOLUTIONS TO DOMESTIC VIOLENCE* TO PROVIDE DOMESTIC VIOLENCE ADVOCATE AND AFTER-CARE SERVICES AND TO APPROVE RENEWAL OPTIONS

RECOMMENDATION

It is recommended that the City Council adopt a resolution authorizing the City Manager to:

1. Execute a consultant agreement with Next Door Solutions to Domestic Violence to provide domestic violence advocacy and after-care services for the initial period of December 1, 2004 through November 30, 2005 in the amount not to exceed \$123,080;
2. Exercise the first one-year option for the period of December 1, 2005 through November 30, 2006 in the amount not to exceed \$149,432 subject to the annual appropriation of funds; and
3. Exercise the second one-year option for the period of December 1, 2006 through November 30, 2007 in the amount not to exceed \$153,915 subject to the annual appropriation of funds.

BACKGROUND

On October 3, 2000, the City Council approved an agreement with Next Door Solutions to Domestic Violence to administer an after-care follow-up program for victims of domestic violence. This agreement funded 1.5 FTE (full-time equivalent) advocate positions, which are housed at the San Jose Police Department's Family Violence Center. At the time Council approved the agreement, City Council also authorized the City Manager to exercise three (3) one-year options to extend the term of the agreement. On September 28, 2004, Council approved Resolution No. 72329 authorizing the City Manager to extend the agreement until

November 30, 2004 while an RFQ (Request for Quote) was conducted to award a new agreement.

In Fiscal Year 2003-04 and again in 2004-05, the budgets for both the after-care services and domestic violence victim advocate agreements for the Police Department were reduced in accordance with across-the-board reductions to CBO (community based organization) agreements. In consideration of these budget reductions and the apparent need for client service coordination for both advocate and after-care services, the Police Department determined that consolidation of these services under a single provider would be cost effective and beneficial for the domestic violence program. As a result, an RFQ was published on August 11, 2004 for a combined contract that would provide two positions for both domestic violence victim advocate and after-care services. The single response that was received was rejected because the quote was not in line with the specifications of the RFQ. On October 19, 2004, the RFQ was republished and one qualifying quote was received.

ANALYSIS

Although the RFQ included preferences for local business enterprises (LBE) and small business enterprises (SBE), the RFQ generated only one response. Next Door Solutions to Domestic Violence submitted the only response to the RFQ. Next Door's quote met the minimum qualifications and specifications included in the RFQ for two full-time advocate positions. These positions would be housed at the Police Department's Family Violence Center located on E. Gish Road in San Jose. Upon approval by the victim, the advocates will provide counseling, referrals and follow-up contact to the victim.

The amount for the initial period of December 1, 2004 through November 30, 2005 is not to exceed \$123,080. This amount is within the Police Department's current year budget for domestic violence advocate and after-care services. Two annual option periods were also quoted for amounts not to exceed \$149,432 for the period of December 1, 2005 through November 30, 2006 and \$153,915 for the period of December 1, 2006 through November 30, 2007.

In order to continue to provide domestic violence victim advocate and after-care services, an award of contract to Next Door Solutions to Domestic Violence is recommended.

PUBLIC OUTREACH

The RFQ (Request for Quote) was advertised on the Internet on both the City's BidLine site and the Police Department's public site. In addition, announcements were faxed to several outside agencies known to provide domestic violence victim advocate services within the county. The RFQ remained open for ten (10) days, and the RFQ included preferences for local and small business enterprises.

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COORDINATION

This item has been coordinated with the City Attorney's Office, the City Manager's Office, the Budget Office, and Planning.

COST IMPLICATIONS

The cost for the first year of the combined domestic violence victim advocate and after-care services agreement with Next Door Solutions to Domestic Violence is not to exceed \$123,080 for the period of December 1, 2004 through November 30, 2005. The Police Department's General Fund Non-personal budget includes annual funding for an on-going agreement for both victim advocate and after-care services. For FY04-05, the amount for the initial period of the contract is within the Department's line-item budget for these services.

BUDGET REFERENCE

Fund #	Appn. #	Appropriation Name	Total Appn.	2004-2005 Adopted Budget Page	Last Budget Action (Date, Ord. No.)
001	0502	Non-Personal/ Equipment - Police	\$17,384,649	VIII-116	10/12/04, Ord. No. 27267

CEQA

Not a project.



ROBERT L. DAVIS
Chief of Police

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CITY CLERK
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