

April 9, 2024

Honorable Mayor and City Council  
City of Long Beach  
California

**RECOMMENDATION:**

Recommendation to authorize the City Manager, or designee, to execute all documents necessary to amend Contract No. 35416 with Leslie A.M. Smith dba McCormick LA, of Long Beach, CA, to continue providing required specialized services facilitating Healthy Aging and Oral Health programs, to reduce the annual contract amount by \$60,000, for a revised annual contract amount not to exceed \$40,000 for the period of May 22, 2024, through October 31, 2024, and to extend the term of the contract to October 31, 2026, with the option to renew for two additional one-year periods. (Citywide)

**DISCUSSION**

City Council approval is requested to amend Contract No. 35416 with Leslie A.M. Smight, dba McCormick LA, (McCormick LA), to continue providing as-needed on-call public health and human services, including facilitation of specialized services. This amendment is intended to follow previous City Council action and provide continuity while taking advantage of available grant funding.

McCormick LA's facilitation services have been instrumental in launching and effectively supporting the continuous scopes of work for the Department of Health and Human Services' (Health Department) Oral Health Program and Strategic Plan for Older Adults. This includes providing continuity and stability and, especially in the older adult scope of work, seamlessly assisting and supporting program coordinators in the Healthy Aging Center. Workplan deliverables continue to be successfully implemented exceeding all performance metrics.

At its meeting on May 19, 2019, the City Council awarded contracts to 51 vendors as part of its adoption of RFQ HE18-099 for as-needed on call public health and human services (Health Bench) in an annual aggregate amount of \$4,100,000, with a fifteen percent contingency in the amount of \$615,000, for a total annual aggregate amount not to exceed \$4,715,000, for a period of two years, with the option to renew for three additional one-year periods.

Contract No. 35416 was awarded competitively through the Health Bench, which is set to expire on May 21, 2024. There are no existing or future plans for a new Health Bench to be established.

The Health Department is requesting that only a handful of Health Bench contracts be amended past May 21, 2024, due to their time-limited grant funding, unique features of program needs, cost effectiveness of continuing successful community programs several years into a contract,

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and to optimize public tax dollars and City of Long Beach (City) staff and resources.

Initiating completely new procurement pathways for several projects successfully underway would not only interrupt and negatively impact the flow of services on a community level but would also place limited grant funding at risk, increase the cost due to project re-implementation, and substantially impact staff resources. A significant amount of time and City resources would be required to successfully onboard potential new vendors midway into existing projects with unique requirements, including established community trust. Amendments are requested because of the impact on a community level, with the projects having unique needs and requirements. Additionally, the projects are seamlessly meeting and exceeding performance metrics, advancing scopes of work that positively impact racial and health equity efforts, and responsibly stretching valuable taxpayer dollars to their full potential.

The Health Department is committed to continuously assessing the projects along with guidance and support from the Department of Financial Management Purchasing Division and the City Attorney's Office in determining the best path forward to ensure no gaps in services, while maintaining fidelity to the City's procurement process policies.

This matter was reviewed by Deputy City Attorney Anita Lakhani on March 18, 2024, Administrative Analyst Tommy Ryan on March 15, 2024, and Budget Analysis Officer Greg Sorensen on March 19, 2024.

#### TIMING CONSIDERATIONS

City Council action to amend Contract No. 35416 with McCormick LA is requested on April 9, 2024, to ensure there is no interruption to services.

#### FISCAL IMPACT

The requested action revises the annual contract authority with McCormick LA to an annual amount not to exceed \$40,000. Sufficient funds are currently budgeted in the Health Fund Group in the Health and Human Services Department. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

#### SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



Alison King  
Director  
Health and Human Services

APPROVED:



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THOMAS B. MODICA  
CITY MANAGER