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**Title:** Award of Consultant Services Contract for Fresno Youth Commission Management to California Health Collaborative for one year plus two one-year extensions for a total amount Not to Exceed \$258,048.00

**Sponsors:** Office of Mayor & City Manager

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**Attachments:** 1. Bid Evaluation, 2. Consultant Services Agreement

Date	Ver.	Action By	Action	Result
12/2/2021	1	City Council		tabled

**REPORT TO THE CITY COUNCIL**

**FROM:** THOMAS C. ESQUEDA, City Manager  
Office of Mayor & City Manager

**BY:** GEORGEANNE A. WHITE, Assistant City Manger  
Office of Mayor & City Manager

**SUBJECT**

Award of Consultant Services Contract for Fresno Youth Commission Management to California Health Collaborative for one year plus two one-year extensions for a total amount Not to Exceed \$258,048.00

**RECOMMENDATION**

The recommendation from the Selection Committee is to award a contract to California Health Collaborative.

**EXECUTIVE SUMMARY**

The City Manager’s Office seeks to award a contract for Management of the Fresno Youth Commission to a Proposer who provided a proposal in response to RFP No. 10068.

**BACKGROUND**

In 2015, the Fresno City Council created the Fresno Youth Commission to advise the Council and Mayor on issues relating to youth. The Youth Commission includes eight voting Commissioners and

eight alternate non-voting members, comprised of two from each Council District and two from the city at-large appointed by the Mayor. Youth Commissioners must be between the age of 15-21 when appointed and each shall hold a two-year term. No Commissioner may serve more than two terms (four years total).

Responsibilities of Youth Commissioners include acting as liaisons between the Youth Commission (and ultimately the City Council Members and Mayor) and their constituents; those constituents being either student body populations or community youth populations; connecting with the young people they represent, so as to best communicate their views and needs to the City Council Members and Mayor; and represent the Youth Commission in the community through Town Hall meetings. Commissioners are tasked with inviting constituents from their respective districts.

The selected Consultant will be tasked with working with the Youth Commissioners in developing and implementing an outreach plan to recruit a diverse pool of candidates that represent the economic, geographic, gender, and cultural diversity of the City; facilitating Youth Commission meetings and procedures; developing Youth Commissioners' Leadership Skills, Civic Awareness, and Fulfilling the Goals of the Commission.

A Request for Proposals was published to Planet Bids on September 10, 2010. Two proposals were received and opened on September 28, 2021. The RFP Selection Committee members were Georgeanne White (Assistant City Manager), Matthew Grundy (Deputy Mayor), and Terry Cox (District 1 Chief of Staff). The Committee met on October 26, 2021, and interviews with both Proposers were conducted on October 28, 2021. After reviewing the proposals and considering the answers provided in the interviews, it was the determination of the Committee to award a contract to California Health Collaborative.

## **ENVIRONMENTAL FINDINGS**

By the definition in the California Environmental Quality Act (CEQA) Guidelines Section 15378, this Consulting Agreement does not qualify as a "project" as defined by CEQA.

## **LOCAL PREFERENCE**

Local Preference was not applied as both proposers are considered local.

## **FISCAL IMPACT**

The FY 2022 budget includes funding for Youth Commission Management within the General City Purpose Budget.

Attachment: Bid Evaluation  
Consultant Services Agreement