



# AGENDA REPORT

Library and Community Services

<b>DATE:</b>	July 2, 2024
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	LaShonda White, Deputy City Manager – Community Services Sam Vaughn, Deputy Director of Community Services – ONS Tawfic Halaby, Deputy Public Works Director Dee Karnes, Facilities Superintendent Michael Romero, Community Crisis Response Program Manager
<b>Subject:</b>	Purchase of Two Ford Transit Vans for the Community Crisis Response Program
<b>FINANCIAL IMPACT:</b>	The funding to purchase the two vans is included in the Community Crisis Response Budget in FY 2024-25 (01401113 400201 RI200)
<b>PREVIOUS COUNCIL ACTION:</b>	None
<b>STATEMENT OF THE ISSUE:</b>	City staff is seeking approval to purchase two Ford Transit vans for the Community Crisis Response program.
<b>RECOMMENDED ACTION:</b>	APPROVE the purchase of two Ford Transit vans for a total cost of \$108,200 for the Community Crisis Response Program - Community Services (LaShonda White 510-620-6828 / Sam Vaughn 510-620-5404 / Michael Romero 510-620-6791 / Dee Karnes 510-231-3044).

## **DISCUSSION:**

In September 2023, Richmond City Council gave direction to implement the Community Crisis Response Program (CCRP), a new program within the City of Richmond. CCRP provides a diversion model to reduce reliance on police and criminal justice responses by offering a public health response. CCRP is an opportunity to provide community-focused, trauma-informed, and healing-centered responses to Richmond residents when needed by utilizing community responders with strong ties and connections to Richmond that can respond in a respectful and non-stigmatizing manner.

City staff have diligently worked on research promising practices in other jurisdictions, developing job descriptions, cross-collaboration with neighboring jurisdictions, community engagement, and various program components necessary to soft-launch the program by the projected date in August 2024. To successfully launch the program, CCRP staff are in need of vehicles to provide assistance to residents in need (i.e. conduct site visits, bring resources like food or water to those in need, and/or escort individuals to other resources such as a homeless shelter, if needed).

In collaboration with Public Works and Finance staff, City CCRP staff posted a Request for Bid (RFB) to the City's BidsOnline public bidding system (BidsOnline) on June 6, 2024, with the intent to procure two Ford Transit vans for the Community Crisis Response program. After a bid period of 18 days, one bid was received, from Towne Ford Sales in Redwood City, California. City staff reviewed the bid and determined the Towne Ford Sales proposal met the intention of the procurement.

City staff requests City Council approval of the purchase of two Ford Transit vans from Towne Ford Sales in the amount of \$108,200 to support the successful implementation of the Community Crisis Response Program.

## **DOCUMENTS ATTACHED:**

Attachment 1 – Bid

Attachment 2 – Initial Canvass of Bids

Attachment 3 – BidsOnline Prospective Bidders

Attachment 4 – Request for Bids