

REPORT OF GENERAL MANAGER

NO. 04-207

DATE: June 16, 2004

CD ALL

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: APPROVAL OF PERSONAL SERVICES CONTRACT WITH DR. JAMES P. KALLUSKY TO CONDUCT AN 18-MONTH PHASE THREE EVALUATION OF THE CLEAN AND SAFE SPACES (CLASS) PROGRAM

| | | |
|-----------------|-------------------|-------|
| K. Chan _____ | J. Kolb _____ | _____ |
| J. Combs _____ | F. Mok _____ | |
| H. Fujita _____ | *G. Stigile _____ | |



 General Manager

Approved _____ Disapproved _____ Withdrawn _____

RECOMMENDATION:

That the Board:

1. Approve a personal services contract, substantially in the form attached, with Dr. James P. Kallusky, to conduct Phase III of an evaluation of the Clean and Safe Spaces (CLASS) Program and its impact on youth, families, and targeted communities, for a cost not to exceed \$45,000; and
2. Find, in accordance with Charter Section 1022, that the Department does not have the personnel available in its employ with the appropriate expertise to undertake the specialized evaluation of youth services programs for CLASS Parks, and that it is more feasible and economical to secure the services by contract; and
3. Find Dr. James P. Kallusky uniquely qualified to provide the services as evaluator through his prior involvement with American Humanics, Inc., in evaluating the CLASS Parks Program, because of his recognized work in the field of youth development, and because of his role as Executive Director of Youth Agency Administrative Studies at California State University Los Angeles; and
4. Request the Board Secretary to transmit the proposed contract with Dr. Kallusky to the Mayor in accordance with Executive Directive 16, concurrently to the City Attorney for review as to form, and upon Mayor's and City Attorney's approval, authorize the President and Secretary of the Board to execute the contract.

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SUMMARY:

Evaluation is a critical component of the CLASS Parks Program. It measures the impact the program has on the participants and communities it serves and measures the degree to which CLASS Parks is achieving its stated goals and objectives. Information gathered from the evaluation process is used to identify areas of effectiveness in the program in order to facilitate enhancement or to make modifications in areas that need improvement. Modifying the program through evaluation insures that CLASS Parks is providing optimal programming that meets the critical needs of the community today, as well as in the long term.

The first evaluation phase of CLASS Parks focused on the youth development and programming aspects of the program. As a result, a comprehensive executive report was produced, and specific programming for youth was added to the program. Subsequently, two additional, substantial, programming elements were included: motivation about and access to post secondary education, and parental involvement.

The second evaluation phase, nearing completion, focuses on measuring the impact of the CLASS Parks program on youth, families, and communities through document analysis, surveys, observational analysis, and interviews on a sampling of youth. Additionally, the current Contractor will be providing a thorough, detailed analysis with critical information pertinent to expansion or reduction of program offerings. The analysis will identify and map all City parks with an overlay of appropriate Census tract information and Los Angeles Police Department crime statistics.

The proposed third phase of the evaluation will incorporate all youth involved with CLASS Parks, whereas the second phase evaluated a sampling of youth. This third evaluation phase will 1) provide baseline aggregate data on which to develop strategies that target building positive assets in teens and create new visions for youth; 2) provide a portrait of the developmental assets, thriving indicators, deficits, and risk behaviors of youth; 3) set the underpinning priorities and strategies for programs and services; and 4) be used for comparison to other youth development and asset-building programs of similar types locally, regionally, and nationally.

The second phase evaluation contract with Dr. James P. Kallusky will expire on August 31, 2004. Because Dr. Kallusky was the lead evaluator in phase one and the sole evaluator in phase two, Department Staff recommends entering into a third contract with him to ensure continuity in the evaluations. Outside evaluation is critical to successfully measuring the impact of the CLASS Parks program on youth, families, and communities. Staff recognized the necessity for the third phase evaluation as a continuum of prior year findings, and budget allowed for it. In-house evaluation would invalidate any findings; an entity cannot impartially evaluate itself and produce credible reports. The total term of all three contracts is 54 months with a total compensation of \$117,000.

Executive staff was pleased with the thoroughness of the evaluations and the soundness of the recommendations. Dr. Kallusky's first evaluation was invaluable in assisting CLASS Parks to

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secure grants and establish an outstanding reputation. He has spent 13 years developing, implementing, directing, and researching programs similar to the CLASS Parks program. He has earned a strong reputation in the areas of underserved youth and disenfranchised communities.

Sufficient funds are available in the CLASS account 304 to cover this contract.

This report was prepared by Gary Baer and Judy Ung.

CONTRACT BETWEEN
THE CITY OF LOS ANGELES
AND
DR. JAMES P. KALLUSKY
FOR PERSONAL SERVICES

This contract is made and entered into this _____ day of _____, 2004, by and between

CITY OF LOS ANGELES
A Municipal Corporation
Acting By and Through Its
Board of Recreation and Park Commissioners
200 North Main St., 13th Floor
Los Angeles, California 90012

hereinafter, referred to as CITY, and

DR. JAMES P. KALLUSKY
1063 Sunnycrest Avenue
Ventura, California 93003
213-621-2281

hereinafter, referred to as CONTRACTOR.

WITNESSETH

WHEREAS, the CITY has forty-seven parks participating in the Clean and Safe Spaces (CLASS) Parks Program, twenty of which are also participants of the Youth Plus Program; and

WHEREAS, these parks have been selected for the CLASS program based on the presence or perception of crime in the area, unmet recreational needs of nearby neighborhoods, and the ability of the Department to change a park's image with quick improvements and enhanced teen programming; and

WHEREAS, the CLASS Parks Program is in need of an extended outside evaluation component to measure its impact on the participants and communities it intends to serve, as well as predicting its accuracy in the attainment of its set mission of youth development, and prevention; and

WHEREAS, the first two evaluation phases of CLASS resulted in improvements in the youth development and programming aspects of the program; and

WHEREAS, CONTRACTOR has demonstrated successful creation, implementation, and expansion of an evaluation component for the CLASS Parks program utilizing document analysis, surveys, questionnaires, observational analysis and interviews, as well as suggested program changes based on analysis of collected data; and

WHEREAS, the services to be provided by the CONTRACTOR are temporary and occasional, of a professional nature, and can be provided more economically and feasibly by the CONTRACTOR than by CITY employees;

NOW, THEREFORE, in consideration of the premises and of the terms, covenants, and conditions set forth herein, the parties do agree as follows:

I. SERVICES TO BE PERFORMED BY CONTRACTOR:

Under the direction of the Director of the CLASS Parks program or her designee, CONTRACTOR shall, through document analysis, surveys, interviews, and observational analysis, provide an evaluation of the CLASS Parks program focusing on the concepts of youth development and asset-building.

CONTRACTOR will develop a portrait of all youth participating in the CLASS Parks program. This will include individual developmental assets, thriving indicators, deficits, and risk behaviors and will focus on three major objectives:

- A. Solidifying a theoretical framework for CLASS Parks – This initial method of investigation documents the impact of youth development programs and can be effectively followed by research demonstrating impact;
- B. Providing an Outcome Study – This is the most convincing way to address accountability issues and impact of programs on youth;
- C. Conducting comparisons to regional and national studies – This comparison and contrast of CLASS Parks to other youth development programs will provide administrators of CLASS Parks with the information needed in order to gauge their success beyond the local arena.

CONTRACTOR shall provide quarterly reports documenting progress and analysis, culminating in a comprehensive executive report outlining asset-building youth development program and service strategies and a comparison of the CLASS Parks program to other similar youth development and asset-building programs locally, regionally, and nationally.

II. TERM:

The term of this contract shall be from September 1, 2004, through February 28, 2006.

III. FEES AND BILLING:

CITY shall pay CONTRACTOR for services rendered under this contract at the rate of \$40.00 per hour in an amount not to exceed \$45,000.

Invoices may be submitted to:

Marilyn J. White
Director of CLASS Park Program
Department of Recreation and Parks
3900 Chevy Chase Drive, Mail Stop #656/15
Los Angeles California, 90039

IV. REQUIREMENTS:

- A. CONTRACTOR shall comply with all laws, ordinances, rules, and regulations applicable to the business and performance of all the terms and conditions of this contract as set forth by City, County, State, and Federal governments.
- B. CONTRACTOR warrants and represents that the services rendered in the performance of this contract will conform to the highest professional standards for such services.
- C. CONTRACTOR shall endeavor to suitably inform the public that CONTRACTOR'S services are funded by CITY.

V. TERMINATION:

CITY shall retain the right to terminate this contract, in whole or in part, for convenience, upon 10 days written notice by personal delivery or via registered letter to the CONTRACTOR, return receipt requested.

Either party shall have the right to terminate this contract in the event of material breach thereof. The party alleging default shall give written notice via registered letter to the other party specifying the facts of the alleged breach. Within 10 days of receiving the letter, the party alleged to be in default shall cure the default or if the default cannot be cured within that time, commence to cure and diligently continue to cure the default until such time as the default is cured. If after the 10-day period, the default remains uncured or the party in breach fails to diligently act to cure the default as expeditiously as possible, the non-breaching party may terminate the agreement for cause by providing five day's written notice by personal delivery or via registered letter, return receipt requested, to the party in breach.

CONTRACTOR shall deliver to CITY, prior to expiration of the respective notice period, all requested advice, reports, data, documents, and all other material of a tangible nature, whether in written, graphic, electronic, computer, or any other form or medium, resulting from work CONTRACTOR performed under this contract, and all such work produced shall be the property of the CITY. In the event this contract is terminated by CITY, CITY shall compensate CONTRACTOR for those portions of work satisfactorily completed and all reimbursable expenses prior to the effective date of such termination,

but shall not be liable for costs of services performed or expenses incurred subsequent to such termination.

VI. INCORPORATION OF EXHIBITS:

This contract and exhibits represent the entire integrated agreement of the parties and supersede all prior written or oral representations, discussions, and agreements. The following document is incorporated and made a part hereof by reference:

- Exhibit A. The Standard Provisions for the City Personal Services Contract (Rev. 10/03)
 B. Controller's Invoicing Policy

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be executed by their duly authorized representatives.

APPROVED AS TO FORM:
ROCKARD J. DELGADILLO, City Attorney

Executed this _____ day of
_____, 2004

By _____

THE CITY OF LOS ANGELES, a
Municipal Corporation, acting by and
through its Board of Recreation and Park
Commissioners

Date _____

By _____
President

By _____
Secretary

Executed this _____ day of
_____, 2004

By _____
DR. JAMES P. KALLUSKY