

**FIRST AMENDMENT
TO PROFESSIONAL SERVICES AGREEMENT NUMBER F001773
WITH LPC CONSULTING ASSOCIATES, INC.**

This First Amendment to Agreement number F001773, dated June 18, 2018 ("Agreement") is made as of this _____ day of _____, 2018, by and between the City of Santa Rosa, a municipal corporation ("City"), and LPC Consulting Associates, Inc. a California Corporation, an S Corp. ("Consultant").

RECITALS

- A. City and Consultant entered into the Agreement for Consultant to provide evaluation services for the Measure O CHOICE Cycle IX funded programs and Measure O programming delivered by the City's Recreation and Parks in order to ensure progress towards the advancement of strategies of the City of Santa Rosa's Violence Prevention Partnership through the Guiding People Successfully (GPS) Program.
- B. City and Consultant now desire to amend the Agreement for the purpose of including program evaluation services for the California Violence Intervention and Prevention (CalVIP) funded programs through the GPS Program.

AMENDMENT

NOW, THEREFORE, the parties agree to amend the Agreement as follows:

1. Section 1. Scope of Services

Exhibit A to the Agreement is replaced by Exhibit A-1 to this Amendment.

2. Section 2. Compensation

Section 2(c) is amended to increase the compensation payable to Consultant under the Agreement by \$50,000 to read as follows:

"Notwithstanding any other provision in this Agreement to the contrary, the total maximum compensation to be paid for the satisfactory accomplishment and completion of all tasks set forth above shall in no event exceed the sum of one hundred fifty thousand dollars (\$150,000). The City's Chief Financial Officer is authorized to pay all proper claims from Charge Numbers 350610-5321 and JL00203.

3. Section 12. Time of Performance

The last sentence of Section 12 is amended to read as follows:

"Consultant shall complete all the required services and tasks and complete and tender all deliverables to the reasonable satisfaction of City, not later than December 15, 2020.

All other terms of the Agreement shall remain in full force and effect.

Executed as of the day and year first above stated.

CONSULTANT:

CITY OF SANTA ROSA
a Municipal Corporation

Name of Firm: LPC Consulting Associates, Inc.

TYPE OF BUSINESS ENTITY (*check one*):

By: _____

____ Individual/Sole Proprietor

Print Name: _____

____ Partnership

____ Corporation

Title: _____

____ Limited Liability Company

Other (please specify: S-Corp)

APPROVED AS TO FORM:

Signatures of Authorized Persons:

By: _____

Office of the City Attorney

Print Name: _____

ATTEST:

Title: _____

By: _____

City Clerk

Print Name: _____

Title: _____

EXHIBIT A-1

SCOPE OF SERVICES

MEASURE O CHOICE-FUNDED PROGRAM EVALUATION

The evaluation methodology shall provide a structure and format for collecting, analyzing, and reporting both process and outcome findings throughout the implementation of CHOICE programs and Measure O programming delivered by the City's Recreation and Parks. Within the first three months after contract execution, Consultant will develop a logic model and formal evaluation plan in collaboration with the City, and grantee partners, including a list of detailed process and outcome research questions. The research questions will address: (1) CHOICE program implementation; (2) demographics of the participants served by CHOICE grantees and Measure O-funded programs within Recreation and Parks; (3) a description of the community referral sources and process; (4) a report of the referral outcomes for participants; and (5) a summary description of the collective impact of CHOICE in changing the existing approach to making referrals to community based resources and support services.

The qualitative evaluation of the processes utilized by grantees will rely on interviews and focus group discussions with CHOICE stakeholders and partners, while the quantitative portion will utilize demographic information about participants served by CHOICE grantees, gathered by CHOICE grantees and recorded in Social Solutions' Apricot database software ("Apricot").

The evaluation of outcomes will also be comprised of both quantitative and qualitative measures, including referral outcomes or status, services rendered, changes in knowledge, beliefs, and/or behaviors of participants. The qualitative review will measure changes in perceptions and observations by CHOICE partners and stakeholders about what did and did not work as intended.

The Consultant will work with the City staff, and grantee personnel to develop criteria to be used in the evaluation of the funded programs of the CHOICE grantees, which will be entered in the Apricot System. CHOICE grantees provide different services, and while evaluation activities will support individual agency interventions, the overarching goal of the evaluation will be to identify shared process and outcome performance measures, and to provide timely feedback for ongoing program improvement and progress towards meeting shared goals and objectives of the City's the Violence Prevention Partnership

Evaluation findings will be disseminated to a variety of audiences by City staff. Monthly review of collected data should identify missing or corrupted data to ensure on-going timely and high-quality data entry. Quarterly summaries of Apricot data presented at MDART will empower partners to identify and troubleshoot potential data issues. Semi-annual infographics presented to The Partnership's Operational Team will provide summary feedback and recommendations. In addition to narrative and graphic analyses, two written reports, one at the end of each calendar year, shall include an infographic executive summary, which includes an infographic presentation of the summary to be shared with community and partners. Finally, findings will be shared through presentations to Partnership committees and other stakeholders and initiatives across and beyond Sonoma County.

CALVIP-FUNDED PROGRAM EVALUATION

Process and outcome evaluation information is an integral component of the Guiding People Successfully (GPS) Program, designed to assess both program implementation and progress towards goals and outcomes in real-time. The LPC Consulting Associates, Inc. evaluation team will coordinate data collection from Apricot and from specific systems that serve GPS youth participants, presenting data analyses and findings in user-friendly formats. As the evaluator for the Measure O CHOICE Cycle IX Grant Program, LPC will take every opportunity to leverage current evaluation efforts and adapt specifically for CalVIP-funded GPS youth. All reporting will clearly delineate CHOICE-funded services and youth from CalVIP-funded services/youth. Apricot report templates will integrate with the program evaluation plan, using regular and timely exports for specific CalVIP analyses, including interactions with the Juvenile Justice System. Within the first 90 days of project launch, the evaluation team will collaboratively develop a detailed evaluation design, including ensuring that CHOICE IX data collection tools include appropriate GPS CalVIP measures, solidifying a timeline for partner data entry into Apricot, and developing a reporting schedule that meets City staff and partner needs.

Program Goals and Objectives

Formative evaluation data will inform the continued refinement of GPS CalVIP over the next two years to use evidence-informed, trauma-informed, and culturally-informed practices to enhance protective factors, reduce recidivism, build youth resiliency, and improve educational and/or work experiences.

Goals Objectives

Goal 1: CalVIP-funded GPS uses a Positive Youth Justice framework to enhance protective factors and resiliency of at risk and/or underserved youth in greater Santa Rosa. Objective 1A: By the end of the program, CalVIP-funded GPS will serve 180 unduplicated at risk and/or underserved youth ages 12-24.

Objective 1B: By the end of the program, 75% of all CalVIP-funded GPS youth will show improvement in two or more PYJ domains through participation in coordinated direct service and evidence informed practices.

Goal 2: CalVIP-funded GPS reduces recidivism by building youth resiliency. Objective 2: Over the two-year period, 75% of youth participating in CalVIP-funded GPS programs will not have a new or higher-level offense.

Goal 3: CalVIP-funded GPS youth experience improved educational and/or work experience conditions. Objective 3A: 70% of youth will not be truant by the end of each semester as determined by the school district.

Objective 3B: 75% of youth participating in TTS will show improvement in the PYJ Work Domain after 3 months of services.

Metrics, Data Collection, and Oversight

The majority of quantitative process and outcome evaluation data will come from the shared Apricot system. CalVIP-funded GPS-specific process measures in Apricot will include: (1) number and characteristics of youth referred and/or enrolled; (2) risk and protective factors at intake and closure, including CalVIP-funded GPS-specific violence prevention-related factors; and (3) number, hours, and types of service activities provided by CalVIP-funded GPS partners. Outcome measures in Apricot will include: (1) number of youth receiving each program component (IDP, TTS, work experience, El Puente, etc.) and (2) improvement in PYJ domains from self- and staff-assessments. The CalVIP-funded GPS evaluation will include specific

analyses of unique outcome measures from external partners will include: (1) reduced recidivism from Probation and (2) number of non-truant youth from the School District. Qualitative process and outcome evaluation data will come from (1) participant observation by LPC staff of MDART/Partnership meetings and events; (2) key informant interviews with stakeholders; and (3) focus groups with CalVIP-funded GPS-service providing partner agencies.

The evaluation team will work closely with the Wraparound Coordinator using end-user reports available in Apricot to ensure timely data entry, high data quality, and to monitor service delivery by partners. Apricot provides real-time program data for the Wraparound Coordinator to provide oversight across a number of stakeholder groups (about 15 active users), and for the evaluation team to generate dashboard reports of specific evaluation metrics to share at regular meetings of the partners/stakeholders. The evaluation team will also develop and present a comprehensive qualitative and quantitative evaluation report at the end of each program year to ensure timely progress towards program goals and objectives.