

County of Contra Costa
OFFICE OF THE COUNTY ADMINISTRATOR
MEMORANDUM

DATE: May 2, 2014

TO: PUBLIC PROTECTION COMMITTEE

FROM: LARA DeLANEY, Senior Deputy County Administrator

SUBJECT: **Agenda Item No. 4: Results of RFQ Process for the Implementation of the Plans for a West County Reentry Resource Center and an East & Central County Networked System of Services**

RECOMMENDATION:

1. ACCEPT the recommendations of the Evaluation Panels and of the Community Corrections Partnership (CCP) with regard to contract awards from the Requests for Qualifications (RFQs) issued for the implementation of the Plans for the establishment of a West County Reentry Resource Center and an East & Central County Networked System of Services.
2. RECOMMEND contract authorization by the Board of Supervisors for the following contracts:

West County Reentry Resource Center

1	Rubicon Programs, Inc.	\$800,000
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Network Management Team

2	Kathy Moniz-Narasaki	\$105,000	<i>Network Manager</i>
3	Patrick Mims	\$81,700	<i>Field Operations Coordinator--Concord</i>
4	Vernon Williams III	\$81,700	<i>Field Operations Coordinator--Antioch</i>
5	Eugene Jackson	\$81,700	<i>Field Operations Coordinator--Pittsburg</i>
	<i>sub-total</i>	<u>\$350,100</u>	

Network Service Providers

6	JFK University	\$66,000	<i>Leadership & Entrepreneurialism</i>
7	Brighter Beginnings	\$66,000	<i>Leadership & Entrepreneurialism</i>
8	Prepare My Sheep	\$65,000	<i>Specialized Employment Training</i>
9	New Dream Life Center	\$115,000	<i>Transitional Housing</i>
10	Reach Fellowship International	\$50,000	<i>Education/Employment Liaison</i>
11	Men and Women of Purpose	\$50,000	<i>Education/Employment Liaison</i>
	<i>sub-total</i>	<u>\$412,000</u>	

BACKGROUND:

On March 25, 2014, the Board of Supervisors adopted the Plans developed for the establishment and operation of a West County Reentry Resource Center and an East & Central County Networked System of Services¹. To begin to implement these plans, three Requests for Qualifications (RFQs) were issued to identify contract providers of the services contemplated in the plans. The County Administrator's Office, in collaboration with the planners who crafted the Plans, developed the RFQs and the process timeline.

RFQ PROCESS

1. The RFQ for the West County Reentry Resource Center made available up to \$800,000 for "Implementation of a West County Reentry Resource Center," for the period May 15, 2014 through June 30, 2015. (\$400,000 is currently allocated in the FY 13-14 AB 109 Public Safety Realignment Program Budget for development of a reentry resource center in West County, and \$400,000 is proposed for operational support in the FY 14-15 AB 109 budget as well.)
2. The RFQ for the "Network Management Team" for the East & Central County Networked System of Services provided opportunities for contractors to provide "Network Manager," (1) and "Field Operations Coordinator" (3) services, in the amounts of \$105,000 (Network Manager) and \$81,700 (Field Operations Coordinators) for the period May 15, 2014 through June 30, 2015.
3. The RFQ for the "Network Services Providers" made available for contracting opportunities the following services, for the period May 15, 2014 through June 30, 2015:
 - a. Housing (\$115,000)
 - b. Leadership/Entrepreneurialism Development (\$132,000)
 - c. Specialized Employment Training and Placement (\$65,000)
 - d. Employment/Education Liaison Services (\$100,000)

(**Note: The PPC may wish to consider recommending a contract period for the Network Service Providers that commences with the start of the fiscal year, July 1, 2014 through June 30, 2015, to coincide with the budget.)

The RFQs were posted on BidSync, the website the County utilizes for contracting opportunities, and distributed directly via email to contacts developed by the County's Reentry Coordinator, Jessie Warner, and staff of the CAO's office. A Press Release was issued and a legal notice was posted in the Contra Costa Times regarding the RFQ opportunities. After its release, optional responders conferences were held.

¹ http://64.166.146.155/agenda_publish.cfm?id=&mt=ALL&get_month=3&get_year=2014&dsp=ag&seq=394

RFQ Timeline:

Event	2 month process	
Draft RFQ & Timeline to PPC	March 24, 2014	
RFQ Issued	April 1, 2014	<i>Tuesday</i>
Responder's Conference	April 3 and 4, 2014	
Written Questions Due from bidders	April 10, 2014	<i>Thursday</i>
Responses Due	April 18, 2014	<i>3 weeks</i>
Evaluation Period	April 23-25	
Results Letter Issued	April 28, 2014	
Appeal Period	April 28-May 1, 2014	
CCP Reviews Results	May 2, 2014	
Public Protection Reviews Results	May 6, 2014	<i>May meeting cancelled due to Memorial Day holiday</i>
Board Award Date	May 13, 2014	<i>Only available date in May after May 6 meeting</i>
Contract Start Date	May 15, 2014, July 1	

CCP Recommendations

At its May 2, 2014 meeting, the CCP accepted the presentation of the results of the Evaluation Panels (see attached) and further recommended that the proposal from the Evaluation Panel for a Quality Assurance Subcommittee be acted upon to ensure service quality and technical assistance support for service providers, as well as integration across the County in terms of service provision and service quality.

Attachments

Attachment A – Results Presentation to CCP