



**Contra  
Costa  
County**

To: Board of Supervisors  
From: PUBLIC PROTECTION COMMITTEE  
Date: February 14, 2017

Subject: Contract Award for the Racial Justice Task Force "Facilitation and Data Analysis Services"

---

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the County Administrator, or designee, to execute a contract with Resource Development Associates in an amount not to exceed \$170,000 to provide facilitation and data analysis services to the Racial Justice Task Force for the period February 14, 2017 through June 30, 2018, as recommended by the Public Protection Committee.

**FISCAL IMPACT:**

The CAO's FY 2016-17 budget (org. 1215) includes \$225,000 of AB 109 Public Safety Realignment funding for data evaluation and system planning work. \$170,000 of this funding has been allocated to the Racial Justice Task Force's Facilitation and Data Analysis services.

**BACKGROUND:**

The Public Protection Committee first considered this matter on its agenda in July 2015 in response to an April 2015 letter to the Board of Supervisors from the Racial Justice Coalition. After PPC discussion and direction, staff returned with a comprehensive report to the PPC in September 2015 with data related to race in the local justice system, the

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☒ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **02/14/2017** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: February 14, 2017

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Rolanda Hartfield, Deputy

Contact: L. DeLaney,  
925-335-1097

cc:

County's Workplace Diversity Training, and information regarding outside diversity and implicit bias trainings. In November 2015 the PPC discussed the data from the September 2015 staff report and how it compared to the County's 2008 report on Disproportionate Minority Contacts (DMC) in the local juvenile justice system. This led to joint recommendations to the PPC in December 2015 by the Chief Probation Officer, District Attorney, and Public Defender that included:

## **BACKGROUND: (CONT'D)**

1. the County convene a Task Force to revisit and expand upon the findings of the County's 2008 juvenile justice DMC report,
2. the County enter into a contract for a facilitator to help guide the Task Force through this process, and
3. a researcher be paid to help the Task Force collect and analyze data during the process.

In April 2016, the Board of Supervisors accepted recommendations from the PPC to form a 17-member Task Force and approved the following final composition in September 2016:

### **Contra Costa County Racial Justice Task Force**

<b>Seat</b>	<b>Member</b>	<b>Title/Affiliation/District</b>
County Probation Officer	Todd Billeci	Chief Probation Officer
Public Defender	Robin Lipetzky	Public Defender
District Attorney	Tom Kensok	Assistant District Attorney
Sheriff-Coroner	John Lowden	Captain, Sheriff's Office
Health Services Director	Dr. William Walker	Health Services Director
Superior Court Designee	Magda Lopez	Director of Court Programs and Services
County Police Chief's Association	Bisa French	Assistant Chief, Richmond Police Department
Mt. Diablo Unified School District	Debra Mason	Board Member
Antioch Unified School District	Bob Sanchez	Director of Student Support Services
West Contra Costa Unified School District	Marcus Walton	Communications Director
Mental Health Representative	Christine Gerchow, PhD.	Psychologist, Martinez Juvenile Hall; District IV Resident
At Large Member of the Public	Harlan Grossman	Past Chair AB109 CAB; GARE Participant; District II Resident
CBO Seat 1	Stephanie Medley	RYSE Center; Past Chair AB109 CAB; District I Resident
CBO Seat 2	Donnell Jones	CCISCO; District I Resident
CBO Seat 3	Edith Fajardo	ACCE Institute; District IV Resident
CBO Seat 4	My Christian	CCISCO; District III Resident

CBO Seat 5	Dennisha Marsh	First Five CCC, City of Pittsburgh Community Advisory Council; District V Resident
------------	----------------	--

Following up the remaining recommendations from above, in September 2016 County Administrator staff worked with the Reentry Coordinator and representatives from the AB 109 Community Advisory Board (CAB), the District Attorney's Office (Tom Kensok), the Public Defender Robin Lipetzky, and the Racial Justice Coalition (Jeff Landau) to develop and release a Request for Proposals (RFP) to secure "Facilitation and Data Analyst Services" to help guide the work of the Task Force. The composition of a Review Panel was also selected that consisted of four representatives from the County's law and justice partners (District Attorney, Probation, Sheriff, and Public Defender) and four representatives of the public that were appointed by the Racial Justice Coalition.

When no responses were received to this initial RFP, CAO staff solicited input from attendees of the Bidders Conference as to their reasons for not submitting a response and refashioned the solicitation into a Request for Qualifications (RFQ) that was released on December 12, 2016. With these changes, three qualifying responses were received by the County Administrator by the deadline from: Informing Change, Learning for Action, and Resource Development Associates. The following Review Panel was then convened to review each of these responses:

#### **Review Panel for Contra Costa County RFQ #1612-205**[\[1\]](#)

<b>Name</b>	<b>Affiliation</b>
Lesha Roth	Contra Costa Probation Department
Robin Lipetzky	Contra Costa Public Defender
Tom Kensok	Contra Costa District Attorney's Office
John Lowden	Contra Costa Office of the Sheriff-Coroner
Stephanie Medley <a href="#">[2]</a>	RYSE Center
Claudia Jimenez	Racial Justice Coalition
Tamisha Walker	Safe Return Project

#### **Panel Process and Recommendation**

The Review Panel convened to review and score the responses on January 17, 2017, using a consensus scoring process that produced a single score for each response. The Review Panel then decided to interview the responders with the two highest scores on January 30, 2017. When the process was complete, and based on the scores below, the Review Panel reached a consensus recommendation that the County contract with Resource Development Associates for both "Facilitation and Data Analyst Services" related to the work of the Racial Justice Task Force.

As part of their final deliberations, and based on the expected scope of services to be provided, several Members of the Review Panel wanted to ensure that their recommendation included an acknowledgement that they would have preferred the scoring devote a larger proportion of points specifically dedicated to a firm’s understanding and experience as it relates to cultural competence, diversity, and race related issues.

### **Final scoring for RFQ#1612-205**

	Informing Change	Learning for Action	Resource Development Associates
II.1-Agency Overview			
1. Organization’s overall services/history <b>(20pts)</b>	13	14	18
II.2-Qualifications			
1. Capacity to Provide Services <b>(10pts)</b>	7	7	8
2. Technical Expertise <b>(20pts)</b>	8	14	17
3. Experience with Similar Projects <b>(20pts)</b>	7	15	17
4. Program Implementation <b>(20pts)</b>	9	14.5	16.5
III. Fee Information			
1. Fees reasonable, cost-effective, and necessary <b>(10 pts)</b>	5	7	8
<b>Total (100 pts)</b>	<b>49</b>	<b>71.5</b>	<b>84.5</b>

At its February 6, 2017 meeting, the Public Protection Committee reviewed the results and acted to support the recommendation to award the contract to Resource Development Associates.

---

[\[1\]](#) *It should be noted that the Racial Justice Coalition appointed a fourth member to the Review Panel, Jovana Fajardo, but Jovana was unable to participate due to unexpected health issues.*

[\[2\]](#) *Due to scheduling changes and conflicts, Stephanie Medley was unable to participate in the interview portion of the process, but was did take part in the consensus scoring of each response.*