



Contra  
Costa  
County

To: Board of Supervisors  
From: Esa Ehmen-Krause, County Probation Officer  
Date: June 7, 2022

Subject: AB 109 Community Program Contract Award Recommendations for FY 2022/23 through FY 2024/25

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with Bay Area Legal Aid, in the amount not to exceed \$499,829 for a three (3) year period of July 1, 2022 through June 30, 2025, to provide civil legal services, and

APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with HealthRIGHT 360, in an amount not to exceed \$3,116,771 for a three (3) year period of July 1, 2022 through June 30, 2025, to provide services for the management and operation of the Central-East County Reentry Network System of Services, and

APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with Rubicon Programs Inc., in an amount not to exceed \$7,268,220 for a three (3) year period of July 1, 2022 through June 30, 2025, to provide evidence-based Employment Support and Placement Services countywide, and

APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with Centerforce in an amount not to exceed \$299,261 for a three (3) year period of July 1, 2022 through June 30, 2025, to provide Family Reunification Services, and

☒ APPROVE

☐ OTHER

☐ RECOMMENDATION OF CNTY  
ADMINISTRATOR

☒ RECOMMENDATION OF BOARD  
COMMITTEE

Action of Board On: **06/07/2022** ☒ 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: June 7, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Antonia Welty, Deputy

Contact: Patrice Guillory,  
925-313-4087

cc:



### RECOMMENDATION(S): (CONT'D)

APPROVE and AUTHORIZE the Chief Probation Officer, or designee, to execute a contract with Men and Women of Purpose, in an amount not to exceed \$366,117 for a three (3) year period of July 1, 2022 through June 30, 2025, to provide Mentoring Services in West County

### FISCAL IMPACT:

The contracts have an aggregate cost of \$11,550,198 during FY 2022-2025 and are funded 100% with AB 109 Public Safety Realignment revenue.

### BACKGROUND:

On December 3, 2021, the Community Corrections Partnership (CCP) Executive Committee adopted a FY 2022-23 AB 109 Public Safety Realignment Budget for recommendation to the Board of Supervisors. The Recommended Budget included the following allocations for Community Programs:

- Family Reunification Services - \$96,820
- Peer Mentoring Services for West County - \$118,450
- Civil Legal Aid Services - \$161,710
- Management of a Network of System of Services for Central and East County - \$1,008,370
- Evidence-Based Employment Services - \$2,351,490
- Evidence-Based Housing Services – \$1,310,160

At the December meeting, the CCP Executive Committee also accepted the Community Advisory Board's recommendation to solicit proposals from qualified organizations to provide the above mentioned services for a duration of a three-year contract cycle with projected total amounts accounting for 3% COLA increases per fiscal year.

The Public Protection Committee (PPC) of the Board of Supervisors considered and approved recommended budget during its February 28, 2022 meeting.

### **PROCUREMENT PROCESS:**

The Office of Reentry & Justice (ORJ) of the Probation Department administers the contracts for AB 109 Community Programs and conducts the procurement process in collaboration with the Purchasing Department to utilize the county's online procurement portal known as Bidsync. Throughout the development process of this RFP and in accordance with the Probation Department's initiative to formalize performance-based contracting standards, ORJ received technical assistance and consultation from the California State Association of Counties (CSAC) to implement changes to the procurement process. These changes included requiring respondents to apply a data-driven approach to service delivery; develop a process for program planning through logic models; and support evidence-based programming in the core service areas of housing and employment for the

justice-involved populations.

In preparation of these changes, ORJ hosted and invited county and community-based service providers to three webinar trainings focused on evidence-based programming in the reentry field, practical steps for adopting a data-driven approach to service delivery and logic model development. These trainings were held in advance of the RFP release on the following dates: October 19, 2021; November 9, 2021 and November 30, 2021. ORJ also scheduled a subsequent “office hours” meeting on December 7, 2021 to address any remaining questions or concerns following the trainings series.

### RFP Timeline

The following timeline established a process that from date of RFP issuance to notification of award recommendations lasts approximately three months. Sufficient time was given to account for significant changes to the RFP process. With strict adherence to the timeline, the Board of Supervisors will be authorizing contracts for services at a May 2022 meeting and allow staff to develop and execute contracts to begin on July 1, 2022.

RFP released	Thursday, December 9, 2021
Written Questions Due	12:00 p.m., Thursday, December, 23, 2021
Addendum Issued	Friday, January 7, 2022
Mandatory Bidders' Conferences	12:00 p.m., Wednesday, January 12, 2022 – <i>Evidence-Based Housing &amp; Employment Services</i> 12:00 p.m., Thursday, January 13, 2022 – <i>remaining AB 109 Community Programs</i>
Response Submission Deadline	12:00 p.m., Thursday, January 28, 2022
Response Withdrawal	12:00 p.m., Tuesday, February 8, 2022
Response Review Process	Week of February 22, 2022
Notification of Recommendations	Tuesday, March 15, 2022

The RFP was posted on BidSync, a procurement web-based portal the County utilizes for contracting opportunities, and distributed directly via email to contacts developed by the Office of Reentry & Justice.

### RFP Review Panel

The RFP Review Panels were convened by the ORJ and included subject matter experts, representatives of organizations working directly with justice-involved populations within and outside of Contra Costa County, and individuals with lived experience of justice-system impact. ORJ Director, Patrice Guillory and ORJ Research and Evaluation Manager, Denise Zabkiewicz, facilitated panel sessions, and ORJ and other Probation staff participated as panelists.

Panel sessions were utilized a “Consensus Scoring Methodology” for proposal evaluation and rating, and all panel members submitted required Impartiality Statements and Conflict of Interest forms prior to receipt of proposals for review and scoring. Panel sessions were convened multiple dates between February 22<sup>nd</sup> – February 25<sup>th</sup>, 2022, and March 1<sup>st</sup>, 2022. Each panel made an independent determination of whether to invite any proposers for an interview prior to making its final recommendation.

The Review Panel for the Family Reunification, Mentoring, and Civil Legal Aid Services RFP responses consisted of the following members:

- Brandon Banks, Assistant Public Defender, Office of the Contra Costa Public Defender
- Monique Tate, Program Coordinator, Office of Reentry and Justice
- Tamisha Walker, Executive Director, Safe Return Project
- Tina Reyes, Probation Supervisor, AB 109 Unit, Contra Costa County Probation
- Session Facilitator: Patrice Guillory, ORJ Director

The Review Panel for the Management of a Network System of Services RFP responses consisted of the following members:

- Cassidy Higgins, Vice President of Community Impact, Fresh Lifelines for Youth
- Donald Frazier, Executive Director, Building Opportunities for Self-Sufficiency
- Kristina Jackson, Planner and Evaluator, Office of Reentry & Justice
- Yuri Secoquian, Probation Manager, AB 109 Unit, Contra Costa County Probation
- Session Facilitator: Denise Zabkiewicz, ORJ Research & Evaluation Manager

The Review Panel for the Evidence-Based Employment Services RFP responses consisted of the following members:

- Tamia Brown, Executive Director, Contra Costa County Workforce Development Board
- Rhupell Stroud, Principal, Contra Costa County Adult School, CCC Office of Education
- Patrice Guillory, Director, Office of Reentry & Justice
- Session Facilitator: Denise Zabkiewicz, ORJ Research & Evaluation Manager

The Review Panel for the Evidence-Based Housing Services RFP responses consisted of the

following members:

- Deanne Pearn, Executive Director, Hope Solutions
- Denise Zabkiewicz, Research & Evaluation Manager, Office of Reentry & Justice
- Doug Leich, Multi-Faith Action Coalition
- Jenny Robbin, Health, Housing and Homeless Services (H3)
- Melvin Russell, Assistant Chief of Probation, Contra Costa County Probation

### RFP Responses

The ORJ received 12 proposals in total in response to the three RFPs. Three proposals were submitted for Evidence-Based Employment Services; four proposals for Evidence-Based Reentry Housing Services; one proposal each for Peer Mentoring, Civil Legal Aid, and Family Reunification Services; and two proposals for Management of Network System of Services for Central and East County. Of the 12, ten proposals met the requirements for technical review and were referred for panel review and scoring. (See Attachment B for a summary of recommended proposals)

The official Rating Sheets that provide the consensus scores of the Review Panels for all proposals are included in Attachment C. The notifications of award recommendations by the Review Panels were prepared and distributed. (See Attachment A)

### Update on Evidence-Based Reentry Housing RFP

Throughout the duration of the RFP process, the Probation Department and ORJ received an appeal request highlighting the technical challenges in utilizing the Bidsync portal that ultimately affected timely submission and further engagement in the procurement process. After careful review and assessment of the overall solicitation process for procuring housing services, the ORJ in collaboration with County Counsel and the Purchasing Department concluded that in the best interest of the community and all applicants, awards would not be issued under RFP #2111-522 for AB 109 Evidence-Based Reentry Housing Program.

All applicants and Review Panelists were notified of this decision on April 1<sup>st</sup>, 2022 following the conclusion of the appeal process. ORJ issued a new solicitation process under RFP #2204-561 for AB 109 Evidence-Based Reentry Housing Programs on April 27<sup>th</sup>, 2022. All applicants were invited to resubmit their modified applications for consideration.

### Updated RFP Timeline

The following timeline establishes a process that from date of RFP issuance to notification of award recommendations lasts approximately one month. With strict adherence to the timeline, the Board of Supervisors will be authorizing contracts for services at a June 2022 meeting and allow staff to develop and execute contracts to begin on July 1, 2022.

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RFP released	Wednesday, April 27, 2022
Mandatory Bidders' Conferences	10:00 a.m., Wednesday, May 4, 2022
Written Questions Due	4:00 p.m., Friday, May 6, 2022
Addendum Issued	Wednesday, January 11, 2022
Response Submission Deadline	3:00 p.m., Wednesday, May 18, 2022
Response Withdrawal	12:00 p.m., Wednesday, May 25, 2022
Response Review Process	Week of May 30, 2022
Notification of Recommendations	Early June 2022
<b><u>CONSEQUENCE OF NEGATIVE ACTION:</u></b>	
Negative action would result in these contracts not being awarded and executed and a disruption of services to the County's reentry population.	
<b><u>ATTACHMENTS</u></b>	
Attachment A - Notices of Contract Award Recommendations	
Attachment B - Summary of Recommended Proposals	
Attachment C - Group Panel Rating Sheets	