



COUNTY OF ALAMEDA

HEALTH & WELLNESS CENTER
REQUEST FOR PROPOSAL

SPECIFICATIONS, TERMS & CONDITIONS
FOR
ASHLAND YOUTH CENTER

MANDATORY NETWORKING/PROPOSERS CONFERENCE

on

Friday, March 26, 2010

12:30 p.m. noon

at

Alameda County Health Care Services Agency

1000 San Leandro Blvd.

Conference Room 325

San Leandro, CA 94577-1675

This RFP is also posted at <http://www.acgov.org/edenareavision/documents.htm>.

Thank you for your interest!

For more information about this RFP, contact:

James Nguyen, School-Based Health Center Manager

Phone Number: (510) 406-9415

E-mail: James.Nguyen@acgov.org

RESPONSE DUE BY

5:00 p.m.

on

Friday, April 9, 2010

at

Alameda County Health Care Services Agency

ATTN: School Health Services/Ashland Youth Center

1000 San Leandro Blvd., Suite 300

San Leandro, CA 94577-1675

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HEALTH & WELLNESS CENTER
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ASHLAND YOUTH CENTER**

TABLE OF CONTENTS

Page 1 of 2

	Page
I. ACRONYM AND TERM GLOSSARY	3
II. STATEMENT OF WORK	
A. Background and Project Overview	4
B. Scope of Services	5
C. Vendor Qualifications	7
D. Debarment and Suspension	7
III. INSTRUCTIONS TO PROPOSERS	
A. County Contacts.....	8
B. Calendar of Events.....	8
C. Networking/Proposers Conference	9
D. Submittal of Responses	9
E. Response Format	11
F. Response Content and Sequence of Proposal	11
G. Evaluation Criteria/Selection Committee	12
H. Notice of Award.....	16
I. Protest /Appeals Process	16
IV. TERMS AND CONDITIONS	
A. Term / Termination / Renewal.....	17
B. Award.....	17
C. County Provisions.....	18
D. Online Contract Compliance Management System.....	20

**COUNTY OF ALAMEDA
HEALTH & WELLNESS CENTER
REQUEST FOR PROPOSAL
SPECIFICATIONS, TERMS & CONDITIONS FOR
ASHLAND YOUTH CENTER**

TABLE OF CONTENTS

Page 2 of 2

V. STANDARD ATTACHMENTS

Exhibit A	Bid Acknowledgement
Exhibit B	(Intentionally Omitted)
Exhibit C	Insurance Requirements
Exhibit D	(Intentionally Omitted)
Exhibit E	SLEB Certification Application Package
Exhibit F	Small and Local Business Subcontracting Information
Exhibit G	Request for Small and Local or Emerging Preference
Exhibit H	First Source Agreement
Exhibit I	Exceptions, Clarifications, Amendments
Exhibit J	Standard Agreement Contract Draft
Exhibit K	(Intentionally Omitted)
Exhibit L	(Intentionally Omitted)
Exhibit M	Response/Content Submittal; Completeness Check List
Exhibit N	Debarment and Suspension Certification

VI. INFORMATIONAL ATTACHMENTS

San Lorenzo & Unincorporated Area 2009 Data Compilation

I. ACRONYM AND TERM GLOSSARY

Unless otherwise noted, the terms below may be upper or lower case. Acronyms will always be uppercase.

AYC	Refers to Ashland Youth Center
Proposal	Shall mean the proposers'/contractors' response to this Request
Proposer	Shall mean the specific person or entity responding to this RFP/Q
Board	Shall refer to the County of Alameda Board of Supervisors
CSC	Shall refer to County Selection Committee
Contractor	When capitalized, shall refer to selected Proposer that is awarded a contract
County	When capitalized, shall refer to the County of Alameda
EALI	Refers to Eden Area Livability Initiative
Federal	Refers to United States Federal Government, its departments and/or agencies
FQHC	Refers to Federally Qualified Health Center
HCSA	Refers to Alameda County Health Care Services Agency
Labor Code	Refers to California Labor Code
Proposal	Shall mean Proposer/contractor response to this RFP
PO	Shall refer to Purchase Order(s)
Quotation	Shall mean Proposer's response to this RFQ
Request for Proposal / Request for Quotation	Shall mean this document, which is the County of Alameda's request for contractors'/proposers' proposal to provide the goods and/or services being solicited herein. Also referred herein as RFP or RFQ
Response	Shall refer to Proposer's proposal or quotation submitted in reply to RFP/Q
RFP/Q	Request for Proposal/Quotation
SHS	Refers to Alameda County School Health Services
SLEB	Small Local Emerging Business
State	Refers to State of California, its departments and/or agencies

II. STATEMENT OF WORK

A. BACKGROUND AND PROJECT OVERVIEW

In 2004, Alameda County Supervisor Nate Miley launched the Eden Area Livability Initiative (EALI) to improve the quality of life for residents of the Eden Area unincorporated communities. The Eden Area, which includes the Ashland and Cherryland communities, represents one of Alameda County's most ethnically diverse and low-income communities. EALI's primary focus was to identify existing community needs, build local capacity to address emerging issues and strengthen the community partnerships with county government and other public agencies. During the EALI process, a youth group conducted a needs assessment with other teens and identified the need for a teen center to provide recreational, social, health and economic opportunities for youth in the area. In April 2008, community residents and partners selected the teen center as one of the top five EALI priorities.

Guided by youth and community input and with support from Supervisor Nate Miley, the Alameda County Redevelopment Agency (RDA) developed a master plan in 2009 for the Ashland Youth Complex on the old Holland Oil Site in unincorporated Alameda County. The Ashland Youth Complex spans 13.25 acres along the Transit Corridor in the Ashland Avenue Business District and will include the following:

- An expanded and improved Edendale/Holland Park
- A new gymnasium, skate park and field near Edendale Middle School
- Ashland Youth Center
- Additional parking spaces

The Ashland Youth Center, which will be located at 16301 East 14th Street near 163rd Avenue and encompass approximately 30,000 square feet of space on the Ashland Youth Complex, is a comprehensive health center that will serve any youth ages 11 to 24 countywide, with a particular focus on youth from the Ashland, Cherryland and San Lorenzo communities. Based on input from youth and service providers in the community, the AYC will offer programs and services in the following areas:

- Art & Cultural Programs
- Career Development & Job Placement
- Education
- Health & Wellness
- Recreation

The Alameda County Redevelopment Agency (RDA) will fund the construction of the AYC and will complete the selection of the bridging architect and construction manager by March 23, 2010. The bridging architect will develop the schematic design for the AYC based on input from youth, providers and other key stakeholders starting mid/late March through May.

The intent of this Request for Proposal (RFP) is to seek health agencies in Alameda County designated as Federally Qualified Health Centers to become the lead health agency to plan and develop the Health & Wellness Center as part of an integrated services model at the Ashland Youth Center. Vendors are applying for a two-year

contract totaling \$150,000 with Alameda County Health Care Services Agency (HCSA) starting May 1, 2010 and ending March 30, 2012.

The RFP seeks health agencies interested in working with San Lorenzo Unified School District, Alameda County, community service providers and youth in developing the service delivery model, financial sustainability strategies, establishing the necessary infrastructure and building organizational capacity to serve as the lead health agency for the Health & Wellness Center at the Ashland Youth Center upon completion of the facility construction.

The construction of the Ashland Youth Center is scheduled to be completed by 2012 to allow for the delivery of health services, including medical, behavioral health, health promotion and education, dental and youth development services. Health Care Services Agency and its partners will provide technical assistance throughout the planning phase.

Renewal of contract with the selected vendor following the two-year planning phase will be based on meeting mutually-agreed upon performance measures and contract deliverables set by County, school district, school and partner agencies and are subject to annual review. After the April 2012 launch of the AYC, the lead health agency will receive an annual base county allocation to provide core services. The amount of the base allocation will be determined by available county funding and informed by the development of the service delivery model and financing plan.

The County intends to award a standard agreement contract to the Proposer(s) selected as most capable of serving as the lead agency for the Ashland Youth Center as well as meeting the County's requirements.

B. SCOPE OF SERVICES

Over a two-year period, the selected health agency will work, in partnership with a collaborative that includes San Lorenzo Unified School District, Alameda County Office of Education, School Health Services, Behavioral Health Care Services, Public Health Department, youth service providers, elected officials and youth, to plan, design and deliver integrated, age-appropriate health and wellness services to youth ages 11 to 24 at the Ashland Youth Center by the scheduled launch date of April 2012. The health agency will provide planning and development services as described within the following phases (These dates are preliminary at this time and may alter during .

1. FACILITY DESIGN PHASE (April to August 2010)

- a. Participate in the facility design process of the Ashland Youth Center led by the bridging architect and the Facility Design Workgroup led by the AYC Executive Director
- b. Provide input on conceptual and schematic design of the Ashland Youth Center to ensure optimal service flow and utilization, particularly through the Health & Wellness Center
- c. Conduct analysis of existing youth and community assessment data to understand and identify priority health and wellness services needs and gaps for youth ages 11 to 24

- d. Conduct an inventory of existing services to that can be coordinated through and integrated with the Health & Wellness Center
 - e. Co-lead, with the guidance of Health Care Services Agency and the Ashland Youth Center Executive Director, a process with service provides and youth to develop an integrated health and wellness service delivery system at the Ashland Youth Center
2. FACILITY CONSTRUCTION PHASE (September 2010 to March 2012)
- a. Provide input during the construction phase as needed
 - b. Participate in the continued design and development of the Ashland Youth Center integrated service delivery system with key partners that includes a universal referral, intake, follow up and tracking system to ensure optimal coordination and integration among services providers
 - c. Engage youth, particularly traditionally underserved populations (e.g., young men, transitional aged youth, and African-American and Latino youth), to provide input on the design the interior space, proposed services and service delivery of the Health & Wellness Center to ensure a youth-friendly and accessible environment
 - d. Conduct financial analysis of projected service needs, possible funding sources, potential revenue generation and operational budgets to ensure sustainability of service delivery model of the Health & Wellness Center
 - e. Create a system to assess insurance eligibility of target youth and develop strategies to maximize reimbursement potential of services
 - f. Develop, in collaboration with Ashland Youth Center evaluation consultants and partners, an evaluation and reporting system (e.g., Social Solution’s Efforts to Outcome) to track clients and clinical visits
 - g. Develop and implement funding strategies to support the full operations of the Healthy & Wellness Center by the April 2012 launch date
3. SERVICE START-UP PHASE (Approximately August 2011 to March 2012)
- a. Oversee the licensure process for the Health & Wellness Center to ensure delivery of services by April 2010
 - b. Develop and implement start-up services starting in the 2011-2012 academic year
 - c. Complete the development of the service delivery system for the Health & Wellness Center to ensure the delivery of the full range of integrated services by the April 2012 launch. The list of health and wellness services includes:
 - Alcohol & Drug Treatment Services
 - Behavioral Health Services (with funding in part through Early & Periodic Screening, Diagnosis & Treatment)
 - Comprehensive Health Promotion & Education
 - Dental Screening, Treatment and Case Management
 - Medical Services
 - Psycho-Social Case Management (with funding in part Early & Periodic Screening, Diagnosis & Treatment funding)
 - Youth Development

C. VENDOR QUALIFICATIONS

1. Vendor Minimum Qualifications

- a. Vendor shall be regularly and continuously engaged in the business of providing adolescent health services, with particular focus on the planning, design and delivery of health care services to adolescents, for at least five years.
- b. Vendor must demonstrate capacity to provide medical, behavioral health, health promotion & education, youth development and dental services on-site. These services may be provided by two or more agencies through an integrated service delivery model; however, one lead agency must be identified and that lead agency must be a Federally Qualified Health Center (FQHC).
- c. The vendor must have demonstrated capacity to actively participate in planning and developing a health care service delivery system for youth ages 11 to 24.
- d. The vendor must have demonstrated experience working in collaboration with key stakeholders such as school districts, existing behavioral health service providers, families and students to design and implement integrated services for youth.
- e. The vendor must have experience working with schools to deliver culturally-competent services to middle, high school and transitional-age youth.
- f. The vendor must demonstrate experience in developing and implementing successful long-term financial sustainability strategies that includes effectively leveraging third-party reimbursement streams (e.g., Medi-Cal, FamilyPACT, CHDP, etc.) and public and private funding for medical, behavioral health, health education, youth development and dental services.
- g. Proposer shall maintain all required licenses and special permits issued by federal, state, and local agencies related to the services it provides, including but not limited to the California Health and Safety Code, Division 2, and Title 22 and Title 17 Code of Regulations, or successors thereto.

D. DEBARMENT AND SUSPENSION

In order to prohibit the procurement of any goods or services ultimately funded by Federal awards from debarred, suspended or otherwise excluded parties, each Proposer will be screened at the time of RFP response to ensure Proposer, its principal and their named subcontractors are not debarred, suspended or otherwise excluded by the United States Government in compliance with the requirements of 7 Code of Federal Regulations (CFR) 3016.35, 28 CFR 66.35, 29 CFR 97.35, 34 CFR 80.35, 45 CFR 92.35 and Executive Order 12549.

- The County will verify Proposer, its principal and their named subcontractors are not on the Federal debarred, suspended or otherwise excluded list of vendors located at www.epls.gov; and
- Vendors are to complete a Debarment and Suspension Certification form, Exhibit N attached, certifying Proposer, its principal and their named subcontractors are not debarred, suspended or otherwise excluded by the United States Government.

III. INSTRUCTIONS TO PROPOSERS

A. COUNTY CONTACTS

Alameda County Health Care Services Agency School Health Services is managing the competitive process for this project on behalf of the County. All contact during the competitive process is to be through the Alameda County Health Care Services Agency School Health Services only.

The evaluation phase of the RFP process shall begin upon receipt of sealed proposals until a contract has been awarded. Proposers shall not contact or lobby evaluators during the evaluation process. Attempts by Proposer to contact evaluators may result in disqualification of Proposer.

All questions regarding these specifications, terms and conditions are to be submitted in writing via e-mail by 5:00pm on Wednesday, March 24, 2010 to:

James Nguyen
 Alameda County Health Care Services Agency
 School Health Services
 E-Mail: James.Nguyen@acgov.org

The GSA Contracting Opportunities website will be the official notification posting place of all Requests for Interest, Proposals, Quotes and Addenda. Go to http://www.acgov.org/gsa_app/gsa/purchasing/proposal_content/contractopportunities.jsp to view current contracting opportunities.

The specific posting place of this Ashland Youth Center Request for Proposals and related Addenda is located at: <http://www.acgov.org/edenareavision/documents.htm>

B. CALENDAR OF EVENTS

Event	Date/Location
RPF Issued	Tuesday, March 16, 2010
Written Questions Due	By 5:00pm on Wednesday, March 24, 2010
Networking/ Proposers Conference MANDATORY	Friday, March 26, 2010 12:30PM to 1:30PM Location Alameda County Health Care Services Agency 1000 San Leandro Blvd. Suite 325 San Leandro, CA 94577
Addendum Issued (if needed)	Wednesday, March 31, 2010
Response Due	Friday, April 9, 2010 no later than 3:00 p.m.
Evaluation Period	Monday, April 12 to Wednesday, April 14, 2010
Interviews	Thursday, April 15 to Friday, April 16, 2010
Board Letter Issued	Tuesday, April 27, 2010
Board Award Date	May 11, 2010
Contract Start Date	May 1, 2010

Note: Award and start dates are approximate.

It is the responsibility of each proposer to be familiar with all of the specifications, terms and conditions and the site condition. By the submission of a Proposal, the Proposer certifies that if awarded a contract they will make no claim against the County based upon ignorance of conditions or misunderstanding of the specifications.

C. NETWORKING/PROPOSERS CONFERENCE

A mandatory networking/proposers conference(s) will be held to:

- Provide an opportunity for small and local and emerging businesses (SLEBs) and large firms to network and develop subcontracting relationships in order to participate in the contract(s) that may result from this RFP.
- Provide an opportunity for proposers to ask specific questions about the project and request RFP clarification.
- Provide the County with an opportunity to receive feedback regarding the project and RFP.

Written questions submitted prior to the networking/proposers conference(s), in accordance with the Calendar of Events, and verbal questions received at the networking/proposers conference(s), will be addressed whenever possible at the networking/proposers conference(s). All questions will be addressed and the list of attendees will be included in an RFP Addendum following the networking/proposers conference(s) in accordance with the Calendar of Events.

Attendance at a networking/proposers conference is mandatory. Networking/proposers conference will be held as shown on Calendar of Events section above. Failure to participate in the networking/proposers conference will be basis for disqualification.

D. SUBMITTAL OF PROPSALS

1. All proposals must be SEALED and must be received at the Alameda County Health Care Services Agency School Health Services **BY** 3:00 p.m. on the due date specified in the Calendar of Events.

NOTE: LATE AND/OR UNSEALED PROPOSALS CANNOT BE ACCEPTED.

Proposals will be received only at the address shown below, and by the time indicated in the Calendar of Events. Any proposals received after said time and/or date or at a place other than the stated address cannot be considered and will be returned to the proposers unopened.

All proposals, whether delivered by an employee of Proposer, U.S. Postal Service, courier or package delivery service, must be received and time stamped at the stated address prior to the time designated.

2. Proposals are to be addressed **and delivered** as follows:

Alameda County Health Care Services Agency
ATTN: School Health Services/Ashland Youth Center
1000 San Leandro Blvd, Suite 300
San Leandro, CA 94577-1675

3. Proposers are to submit an original plus four (4) copies of proposals. **Original** proposal is to be clearly marked and must be either loose leaf or in a 3-ring binder, **not** stapled.
4. Proposer's name and return address must also appear on the mailing package.
5. No telegraphic, email (electronic) or facsimile proposals will be considered.
6. Proposer agrees and acknowledges all RFP specifications, terms and conditions and indicates ability to perform by submission of its proposal.
7. Submitted proposals shall be valid for a minimum period of 2 months.
8. All costs required for the preparation and submission of a proposal shall be borne by Proposer.
9. Only one proposal response will be accepted from any one person, partnership, corporation, or other entity; however, several alternatives may be included in one response. For purposes of this requirement, "partnership" shall mean, and is limited to, a legal partnership formed under one or more of the provisions of the California or other state's Corporations Code or an equivalent statute.
10. Proprietary or Confidential Information: No part of any proposal response is to be marked as confidential or proprietary. County may refuse to consider any proposal response or part thereof so marked. Proposal responses submitted in response to this RFP may be subject to public disclosure. County shall not be liable in any way for disclosure of any such records. Additionally, all proposal responses shall become the property of County. County reserves the right to make use of any information or ideas contained in submitted proposal responses. This provision is not intended to require the disclosure of records that are exempt from disclosure under the California Public Records Act (Government Code Section 6250, *et seq.*) or of "trade secrets" protected by the Uniform Trade Secrets Act (Civil Code Section 3426, *et seq.*).
11. All other information regarding the proposal responses will be held as confidential until such time as the County Selection Committee has completed their evaluation and, or if, an award has been made. Proposers will receive mailed award/non-award notification(s), which will include the name of the proposal to be awarded this project. In addition, award information will be posted on the specific Ashland Youth Center website as mentioned above.

12. Each proposal received, with the name of the proposer, shall be entered on a record, and each record with the successful proposer indicated thereon shall, after the award of the order or contract, be open to public inspection.

E. RESPONSE FORMAT

1. Proposal responses are to be straightforward, clear, concise and specific to the information requested.
2. In order for proposals to be considered complete, proposal must provide all information requested. See Exhibit M, Response Content and Submittals, Completeness Checklist.
3. The proposal must be typewritten or computer generated on 8½" x 11" paper with 1" margins, in a standard twelve (12) point font on white paper, double-spaced, single sided, with each page numbered consecutively and the original, as well as each copy, must be bound in a secure manner. This requirement will ensure uniformity among all proponents.
4. Each proposer shall agree to provide the COUNTY with any additional information necessary for an accurate determination of the prospective CONTRACTOR'S qualifications to perform the required services.
5. The response to this RFP must be made according to the specifications set down in this section, both for content and sequence. Failure to adhere to these specifications may be cause for rejection of the proposal. No correction or resubmission shall be accepted after the proposal deadline.
6. Any interpretation of, or change in, the RFP will be made in writing by addendum to each proposer to whom specifications have been issued and should become a part of the RFP and any contract awarded. The COUNTY will not be responsible for any other explanation or interpretation.

F. RESPONSE CONTENT AND SEQUENCE OF PROPOSAL

1. Title Page
2. Table of Contents
 - a. Comprehensive table of contents of material included in the proposal
3. Cover Letter (Maximum 2 pages)
 - a. Cover letter to include the agency name, address, and telephone number of the person or persons to be used for contact and name of person(s) authorized to make presentations for the firm. The cover letter must bear the signature of the person authorized to sign on behalf of the proposer and to bind the proposer in the contract.

4. Organization & Approach (Maximum 5 pages)
 - a. Describe the background, mission, goals and programs and services of your organization. Include specific references to your history and experience that relate to this project and demonstrate capacity towards fulfilling the scope of services.
 - b. Describe your project and management approach in addressing the planning, development, coordination and delivery of services described in this RFP. Provide an explanation of how your team will participate and engage in the phases of this project with the key partners to achieve the goals and activities.
 - c. Describe the key individuals and their roles on your team who will perform the services under this project. Provide resumes for key team members; explain their relevant experience and expertise; describe each member's general roles and responsibilities to achieve the project's scope of services and each member's time on the project. Indicate who will be the primary liaison between lead health agency and Alameda County Health Care Services Agency and describe the infrastructure of your team.
5. Scope of Work, Timeline & Budget (Maximum 5 pages)
 - a. Describe a scope of work that includes a detailed description of all services to be provided, key project deliverables for each phase, key team member(s) responsible and proposed timeframes based on general phases of project as described in the scope of services section above.
 - b. Include a proposed line item program budget designed to meet or exceed the required services. The proposer should include one column totaling the amount in this contract. Additional columns can include any agency funding that will be used to provide additional services on this project and/or to the target population. A budget narrative should accompany the line item program budget that explains each line item.
6. Description of Relevant Projects (Maximum 3 pages)
 - a. Describe at least two different projects that demonstrate your organization's experience and capacity in planning, designing and delivering services relevant to the Ashland Youth Center Health & Wellness Center. In each project, briefly describe the overall goal/purpose, key stakeholders and partners involved, your organization's primary role and approach, major achievements and challenges, and how the project is currently sustained. If the project has not been sustained, please provide an explanation.

G. EVALUATION CRITERIA/SELECTION COMMITTEE

All proposals will be evaluated by a County Selection Committee (CSC). The County Selection Committee may be composed of County staff, youth and other parties that may have relevant expertise, experience and/or knowledge of the target population and project. The CSC will select a contractor in accordance with the evaluation criteria set

forth in this RFP. The evaluation of the proposals shall be within the sole judgment and discretion of the CSC.

All contact during the evaluation phase shall be through the Health Care Services Agency School Health Services only. Proposers shall neither contact nor lobby evaluators during the evaluation process. Attempts by Proposer to contact and/or influence members of the CSC may result in disqualification of Proposer.

The CSC will evaluate each proposal meeting the qualification requirements set forth in this RFP. Proposers should bear in mind that any proposal that is unrealistic in terms of the technical or schedule commitments, will be deemed indicative of a failure to comprehend the complexity and risk of the County's requirements as set forth in this RFP.

As a result of this RFP, the County intends to award a contract to the responsible Proposer(s) whose response conforms to the RFP and whose proposal presents the greatest value to the County, all evaluation criteria considered. The combined weight of the evaluation criteria is greater in importance than cost in determining the greatest value to the County. The goal is to award a contract to the Proposer(s) that proposes the County the best quality as determined by the combined weight of the evaluation criteria. The County may award a contract of higher qualitative competence over the lowest priced response.

The basic information that each section should contain is specified below, these specifications should be considered as minimum requirements. Much of the material needed to present a comprehensive proposal can be placed into one of the sections listed. However, other criteria may be added to further support the evaluation process whenever such additional criteria are deemed appropriate in considering the nature of the goods and/or services being solicited.

Each of the following Evaluation Criteria below will be used in ranking and determining the quality of proposers' proposals. Proposals will be evaluated according to each Evaluation Criteria, and scored on a five-point scale. The scores for each Evaluation Criteria will be multiplied by the assigned Weight. The weighted score for each criterion will be added to arrive at a total score for the proposal. The final maximum score for any project is five hundred (500) points. A proposal with a high weighted total will be deemed of higher quality than a proposal with a lesser-weighted total.

The zero to five-point scale range is defined as follows:

0	Not Acceptable	Non-responsive, fails to meet RFP specification. The approach has no probability of success. If a mandatory requirement this score will result in disqualification of proposal.
1	Poor	Below average, falls short of expectations, is substandard to that which is the average or expected norm, has a low probability of success in achieving objectives per RFP.
2	Fair	Has a reasonable probability of success, however, some objectives may not be met.
3	Average	Acceptable, achieves all objectives in a reasonable fashion per RFP specification. This will be the baseline score for each item

		with adjustments based on interpretation of proposal by Evaluation Committee members.
4	Above Average/ Good	Very good probability of success, better than that which is average or expected as the norm. Achieves all objectives per RFP requirements and expectations.
5	Excellent/ Exceptional	Exceeds expectations, very innovative, clearly superior to that which is average or expected as the norm. Excellent probability of success and in achieving all objectives and meeting RFP specification.

The Evaluation Criteria and their respective weights are as follows:

Item	Evaluation Criteria	Weight
F.3.a	<p>Completeness of Response</p> <p>Responses to this RFP must be complete. Responses that do not include the proposal content requirements identified within this RFP and subsequent Addenda and do not address each of the items listed below will be considered incomplete, be rated a Fail in the Evaluation Criteria and will receive no further consideration.</p> <p>To be considered complete, Proposers must include the complete and accurate documentation identified herein that they are certified Federally Qualified Health Center (FQHC) at the time of response submittal. Responses that are rated a Fail and are not considered may be picked up at the delivery location within 14 calendar days of contract award and/or the completion of the competitive process.</p>	Pass/Fail
F.4.a	<p>Organization & Approach</p> <p><u>Background of Organization</u></p> <p>The vendor must have demonstrated history and relevant experience working in collaboration with key stakeholders to design and implement integrated services.</p> <ul style="list-style-type: none"> ▪ Experience in working with and/or knowledge of youth population and existing services and programs (i.e., EPSDT, OUR KIDS, SBHCs, etc.) in the Ashland, Cherryland and San Lorenzo communities ▪ Experience working with schools to deliver culturally-competent services to diverse populations of youth ages 11 to 24 in Alameda County ▪ Experience and/or capacity to develop medical, behavioral health, dental, health education and youth development services through an integrated services delivery system in school settings. ▪ Capacity to develop appropriate staffing to deliver medical, behavioral, dental, health/nutrition education and health promotion in school setting. ▪ Ability to coordinate and integrate behavioral health and case management services from different funding sources 	50 Points

	and programs (e.g., EPSDT, OUR KIDS, community service provider, etc.) create universal access to behavioral health services for all students	
F.4.b	<u>Project & Management Approach</u> <ul style="list-style-type: none"> ▪ Team and management approach responds to the project issues and needs ▪ Approach also aligns with and supports the AYC philosophy of participatory engagement 	
F.4.c	<u>Roles of Key Individuals on Team</u> <ul style="list-style-type: none"> ▪ Proposed team members, as demonstrated by enclosed resumes, have relevant experience for their role in the project ▪ Team is managed by an individual with appropriate experience and time committed to project ▪ Team structure provides adequate capability to perform both volume and quality of needed work within project schedule ▪ Key positions are appropriately staffed to achieve deliverables 	
F.5.a	<u>Scope of Work, Timeline & Budget</u> <u>Scope of Work & Timeline</u> <ul style="list-style-type: none"> ▪ Proposed scope of work is appropriate for all phases of project ▪ Scope and key deliverables are clear, well thought out and address project needs and appear achievable within the timeframes 	30 Points
F.5.b	<u>Program Budget</u> <ul style="list-style-type: none"> ▪ Proposed budget is realistic and is appropriate for the staffing and scope of work outlined to realize the project 	
F.6.a	<u>Description of Relevant Projects</u> <ul style="list-style-type: none"> ▪ Discussed past collaborative experiences, including lessons learned, with an emphasis on how past experiences can inform the services provided on current project 	20 Points
D.	<u>Debarment and Suspension</u> Proposers, its principal and named subcontractors are not identified on the list of Federally debarred, suspended or other excluded parties located at www.epls.gov .	Pass/Fail
G.	<u>Interview</u> Following evaluation of written proposals, Proposers may be invited to an interview that includes standard questions and specific questions regarding the proposal. Proposals may be re-evaluated and re-scored based on interviews.	NA
	<u>Overall Proposal</u>	100 Points

H. NOTICE OF AWARD

1. At the conclusion of the RFP response evaluation process (“Evaluation Process”), all proposers will be notified in writing of the contract award recommendation by Health Care Services Agency. The document providing this notification is the Notice of Award.

The Notice of Award will provide the following information:

- The name of the proposer being recommended for contract award;
 - The names of all the other proposers; and,
 - In summary form, evaluation points for each proposer.
2. Debriefings for unsuccessful proposers will be scheduled and provided upon written request and will be restricted to discussion of the unsuccessful offeror’s proposal with the Project Manager.
 - a. Under no circumstances will any discussion be conducted with regard to contract negotiations with the successful Proposer, etc.
 - b. Debriefing may include review of successful Proposer’s proposal.

I. PROPOSAL PROTEST / APPEALS PROCESS

Health Care Services Agency prides itself on the establishment of fair and competitive contracting procedures and the commitment made to follow those procedures. The following is provided in the event that proposers wish to protest the proposal process or appeal the recommendation to award a contract for this project once the Notices of Award/Non-Award have been issued.

1. Any proposal protest must be submitted in writing to the School Health Services Director Health Care Services Agency, Tracey Schear, 1000 San Leandro Blvd, San Leandro, CA, 94577. The proposal protest must be submitted before 5:00 p.m. of the fifth (5th) business day following the date of the Notice of Award.
 - a. The proposal protest must contain a complete statement of the basis for the protest.
 - a. The protest must include the name, address and telephone number of the person representing the protesting party.
 - b. The party filing the protest must concurrently transmit a copy of the protest and any attached documentation to all other parties with a direct financial interest which may be adversely affected by the outcome of the protest. At a minimum, those parties listed in the Notices of Award/Non-Award shall be notified of such protest and the specific grounds therefore.
2. Proposer’s failure to comply with these procedures shall constitute a waiver of any right to further pursue the Proposal Protest, including filing a Government Code claim or legal proceedings.

3. Upon receipt of written protest/appeal School Health Services Director, Health Care Services Agency will review the protest/appeal by mutual agreement and will schedule a meeting to discuss or issue a written response to advise an appeal/protest decision within five (5) working days of review date.
4. The decision of the School Health Services Director, Health Care Services Agency may be appealed to the HCSA Agency Director located at 1000 San Leandro Blvd., Suite 300, San Leandro, CA 94577. All appeals to the HCSA Agency Director shall be in writing and submitted within five (5) calendar days of notification of decision by the School Health Services Director, Health Care Services Agency.
5. The decision of the HCSA Agency Director is the final step of the appeal process.

IV. TERMS AND CONDITIONS

A. TERM / TERMINATION / RENEWAL

1. The term of the contract, which may be awarded pursuant to this RFP, will be two years.
2. By mutual agreement, any contract which may be awarded pursuant to this RFP, may be extended for one additional one year term with all other terms and conditions subject to change.

B. AWARD

1. Proposals will be evaluated by a committee and will be ranked in accordance with the RFP section entitled "Evaluation Criteria/Selection Committee."
2. The committee will recommend award to the Proposer who, in its opinion, has submitted the proposal that best serves the overall interests of the County and attains the highest overall point score.
3. The County reserves the right to award to a single or multiple contractors.
4. The County has the right to decline to award this contract or any part thereof for any reason.
5. Board approval to award a contract is required.
6. Contractor shall sign an acceptance of award letter prior to Board approval. A Standard Agreement contract must be signed following Board approval.
7. Final Standard Agreement terms and conditions will be negotiated with the selected Proposer.

8. The RFP specifications, terms, conditions and Exhibits, RFP Addenda and Proposer's proposal, may be incorporated into and made a part of any contract that may be awarded as a result of this RFP.

C. COUNTY PROVISIONS

1. Preference for Local Products and Vendors: A five percent (5%) preference shall be granted to Alameda County products or Alameda County vendors on all sealed proposals on contracts except with respect to those contracts which state law requires be granted to the lowest responsible Proposer. An Alameda County vendor is a firm or dealer with fixed offices and having a street address within the County for at least six (6) months prior to the issue date of this RFP/Q; and which holds a valid business license issued by the County or a city within the County. Alameda County products are those which are grown, mined, fabricated, manufactured, processed or produced within the County. Locality must be maintained for the term of the contract. Evidence of locality shall be provided immediately upon request and at any time during the term of any contract that may be awarded to Contractor pursuant to this RFP/Q.
2. Small and Emerging Locally Owned Business: A small business for purposes of this RFP is defined by the United States Small Business Administration as having no more than \$4,000,000 in average annual gross receipts over the last three (3) years. An emerging business, as defined by the County is one having less than one-half (1/2) of the above amount and has been in business less than five (5) years. In order to participate herein, the small or emerging business must also satisfy the locality requirements and be certified by the County as a Small or Emerging, local business. A certification application package (consisting of Instructions, Application and Renewal Application) has been attached hereto as Exhibit E and must be completed and returned by a qualifying contractor.

A locally owned business, for purposes of satisfying the locality requirements of this provision, is a firm or dealer with fixed offices and having a street address within the County for at least six (6) months prior to the issue date of this RFP/Q; and which holds a valid business license issued by the County or a city within the County.

The County is vitally interested in promoting the growth of small and emerging local businesses by means of increasing the participation of these businesses in the County's purchase of goods and services. As a result of the County's commitment to advance the economic opportunities of these businesses the following provisions shall apply to this RFP:

- a. If Proposer is certified by the County as either a small and local or an emerging and local business, the County will provide a five percent (5%) proposal preference, in addition to that set forth in paragraph 1., above, for a total proposal preference of ten percent (10%). However, a proposal preference cannot override a State law, which requires the granting of an award to the lowest responsible Proposer.

- a. Proposers not meeting the small or emerging local business requirements set forth above do not qualify for a proposal preference **and** must subcontract with one or more County certified small and/or emerging local businesses for at least twenty percent (20%) of Proposer's total proposal amount in order to be considered for the contract award. Proposer, in its proposal response, must submit written documentation evidencing a firm contractual commitment to meeting this minimum local participation requirement. Participation of a small and/or emerging local business must be maintained for the term of any contract resulting from this RFP. Evidence of participation shall be provided immediately upon request at any time during the term of such contract.

The County reserves the right to waive these small/emerging local business participation requirements in this RFP, if the additional estimated cost to the County, which may result from inclusion of these requirements, exceeds five percent (5%) of the total estimated contract amount or Ten Thousand Dollars (\$10,000), whichever is less.

The following entities are exempt from the Small and Emerging Local Business (SLEB) requirements as described above and are not required to subcontract with a SLEB. If you apply and are certified as a SLEB, you will receive a 5% SLEB proposal preference:

- non-profit community based organizations (CBO);
- non-profit churches or non-profit religious organizations (NPO);
- public schools; and universities; and
- government agencies

Non-profits must provide proof of their tax exempt status. These are defined as organizations that are certified by the U.S. Internal Revenue Service as 501(c) 3.

If additional information is needed regarding this requirement, please contact the Auditor- Controller's Office of Contract Compliance (OCC) located at 1221 Oak St., Rm. 249, Oakland, CA 94612 at Tel: (510) 891-5500, Fax: (510) 272-6502 or via E-mail at ACSLEBcompliance@acgov.org.

3. **First Source Program:** The First Source Program has been developed to create a public/private partnership that links CalWORKs job seekers, unemployed and under employed County residents to sustainable employment through the County's relationships/connections with business, including contracts that have been awarded through the competitive process, and economic development activity in the County. Welfare reform policies and the new Workforce Investment Act require that the County do a better job of connecting historically disconnected potential workers to employers. The First Source program will allow the County to create and sustain these connections.

Vendors awarded contracts for goods and services in excess of One Hundred Thousand Dollars (\$100,000) as a result of any subsequently issued RFQ are to allow Alameda County ten (10) working days to refer potential candidates to

vendor to be considered by Vendor to fill any new or vacant positions that are necessary to fulfill their contractual obligations to the County, that Vendor has available during the life of the contract before advertising to the general public. Potential candidates referred by County to Vendor will be pre-screened, qualified applicants based on vendor specifications. Vendor agrees to use its best efforts to fill its employment vacancies with candidates referred by County, but the final decision of whether or not to offer employment, and the terms and conditions thereof, rest solely within the discretion of the Vendor.

Proposers are required to complete, sign and submit in their proposal response, the First Source Agreement that has been attached hereto as Exhibit H, whereby they agree to notify the First Source Program of job openings prior to advertising elsewhere (ten day window) in the event that they are awarded a contract as a result of this RFP/Q. Exhibit H will be completed and signed by County upon contract award and made a part of the final contract document.

If compliance with the First Source Program will interfere with Contractor's pre-existing labor agreements, recruiting practices, or will otherwise obstruct the Contractor's ability to carry out the terms of the contract, the Contractor will provide to the County a written justification of non-compliance.

If additional information is needed regarding this requirement, please contact the Auditor- Controller's Office of Contract Compliance (OCC) located at 1221 Oak St., Rm. 249, Oakland, CA 94612 at Tel: (510) 891-5500, Fax: (510) 272-6502 or via E-mail at ACSLEBcompliance@acgov.org.

D. ONLINE CONTRACT COMPLIANCE SYSTEM

As part of the Alameda County General Services Agency's commitment to assist contractors to conveniently comply with legal and contractual requirements, the County has established an online Contract Compliance System. The system was designed to help reduce contractors' administrative costs and to provide various work-flow automation features that improve the project reporting process.

The Alameda County Contract Compliance System will be implemented to monitor contract compliance for County contracts through the use of a new interactive website, Elation Systems. The prime contractor and all participating subcontractors awarded contracts as a result of this proposal process for this project, are required to use the secure web-based system to submit SLEB Program information including, but not limited to, monthly progress payment reports and other information related to SLEB participation.

The Alameda County Contract Compliance System has been designed to provide online functionality that streamlines the process, reduces paperwork and assists contractors and subcontractors in complying with the County's SLEB Program and its reporting requirements. Utilizing the Alameda County Contract Compliance System will reduce the amount of time currently required to submit hard copy documentation regarding contract compliance information and is provided for use by County contractors and subcontractors at no cost.

Procedural differences between the previous conventional reporting and the new web-based system include:

- Monthly progress payment status reports will be submitted via the web-based system.
- Paper copies will no longer be required.
- Contractor will be required to enter data for payments made and subcontractors will be required to enter data for payments received into the web-based system.

Alameda County Contract Compliance System training and ongoing support are provided at no charge to contractors and participating sub-contractors awarded a contract as a result of this proposal process for this project. Contractors having contracts with the County should schedule a representative from their office/company, along with each of their subcontractors, to attend training. Training sessions are approximately one hour and will be held periodically in a number of locations throughout Alameda County.

Upon award of contract, please view the training schedule http://www.elationsys.com/elationsys/support_1.htm or call Elation Systems at (510) 764-1870. A special access code will be provided to contractors and subcontractors participating in any contract awarded as a result of this proposal process to allow use of the System free of charge. It is the Contractor's responsibility to ensure that they and their subcontractors are registered and trained as required to utilize the Alameda County Contract Compliance System.

Please contact the Auditor- Controller's Office of Contract Compliance (OCC) located at 1221 Oak St., Rm. 249, Oakland, CA 94612 at Tel: (510) 891-5500, Fax: (510) 272-6502 or via E-mail at ACSLEBcompliance@acgov.org if you have any other questions regarding utilization of the Alameda County Contract Compliance System.

COUNTY OF ALAMEDA EXHIBIT A – BID ACKNOWLEDGEMENT

RFP

for

Health & Wellness Center for Ashland Youth Center

The County of Alameda is soliciting bids from qualified vendors to furnish its requirements per the specifications, terms and conditions contained in the above referenced RFP/Q number. This Bid Acknowledgement must be completed, signed by a responsible officer or employee, dated and submitted with the bid response. Obligations assumed by such signature must be fulfilled.

- 1. Preparation of bids: (a) All prices and notations must be printed in ink or typewritten. No erasures permitted. Errors may be crossed out and corrections printed in ink or typewritten adjacent and must be initialed in ink by person signing bid. (b) Quote price as specified in RFP/Q. No alterations or changes or any kind shall be permitted to Exhibit B, Bid Form. Responses that do not comply shall be subject to rejection in total.
2. Failure to bid: If you are not submitting a bid but want to remain on the mailing list and receive future bids, complete, sign and return this Bid Acknowledgement and state the reason you are not bidding.
3. Taxes and freight charges: (a) Unless otherwise required and specified in the RFP/Q, the prices quoted herein do not include Sales, Use or other taxes. (b) No charge for delivery, drayage, express, parcel post packing, cartage, insurance, license fees, permits, costs of bonds, or for any other purpose, except taxes legally payable by County, will be paid by the County unless expressly included and itemized in the bid. (c) Amount paid for transportation of property to the County of Alameda is exempt from Federal Transportation Tax. An exemption certificate is not required where the shipping papers show the consignee as Alameda County, as such papers may be accepted by the carrier as proof of the exempt character of the shipment. (d) Articles sold to the County of Alameda are exempt from certain Federal excise taxes. The County will furnish an exemption certificate.
4. Award: (a) Unless otherwise specified by the bidder or the RFP/Q gives notice of an all-or-none award, the County may accept any item or group of items of any bid. (b) Bids are subject to acceptance at any time within thirty (30) days of opening, unless otherwise specified in the RFP/Q. (c) A valid, written purchase order mailed, or otherwise furnished, to the successful bidder within the time for acceptance specified results in a binding contract without further action by either party. The contract shall be interpreted, construed and given effect in all respects according to the laws of the State of California.
5. Patent indemnity: Vendors who do business with the County shall hold the County of Alameda, its officers, agents and employees, harmless from liability of an nature or kind, including cost and expenses, for infringement or use of any patent, copyright or other proprietary right, secret process, patented or unpatented invention, article or appliance furnished or used in connection with the contract or purchase order.
6. Samples: Samples of items, when required, shall be furnished free of expense to the County and if not destroyed by test may upon request (made when the sample is furnished), be returned at the bidder's expense.
7. Rights and remedies of County for default: (a) In the event any item furnished by vendor in the performance of the contract or purchase order should fail to conform to the specifications therefore or to the sample submitted by vendor with its bid, the County may reject the same, and it shall thereupon become the duty of vendor to reclaim and remove the same forthwith, without expense to the County, and immediately to replace all such rejected items with others conforming to such specifications or samples; provided that should vendor fail, neglect or refuse so to do the County shall thereupon have the right purchase in the open market, in lieu thereof, a corresponding quantity of any such items and to deduct from any moneys due or that may there after come due to vendor the difference between the prices named in the contract or purchase order and the actual cost thereof to the County. In the event that vendor fails to make prompt delivery as specified for any item, the same conditions as to the rights of the County to purchase in the open market and to reimbursement set forth above shall apply, except when delivery is delayed by fire, strike, freight embargo, or Act of God or the government. (b) Cost of inspection or deliveries or offers for delivery, which do not meet specifications, will be borne by the vendor. (c) The rights and remedies of the County provided above shall not be exclusive and are in addition to any other rights and remedies provided by law or under the contract.
8. Discounts: (a) Terms of less than ten (10) days for cash discount will considered as net. (b) In connection with any discount offered, time will be computed from date of complete, satisfactory delivery of the supplies, equipment or services specified in the RFP/Q, or from date correct invoices are received by the County at the billing address specified, if the latter date is later than the date of delivery. Payment is deemed to be made, for the purpose of earning the discount, on the date of mailing the County warrant check.
9. California Government Code Section 4552: In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2, commencing with Section 16700, of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder.
10. No guarantee or warranty: The County of Alameda makes no guarantee or warranty as to the condition, completeness or safety of any material or equipment that may be traded in on this order.

THE undersigned acknowledges receipt of above referenced RFP/Q and/or Addenda and offers and agrees to furnish the articles and/or services specified on behalf of the vendor indicated below, in accordance with the specifications, terms and conditions of this RFP/Q and Bid Acknowledgement.

Table with 4 rows: Firm, Address, State/Zip, What advertising source(s) made you aware of this RFP/Q?

By: _____ Date _____ Phone _____

Printed Name Signed Above: _____

Title: _____

EXHIBIT C

COUNTY OF ALAMEDA MINIMUM INSURANCE REQUIREMENTS

Without limiting any other obligation or liability under this Agreement, the Contractor, at its sole cost and expense, shall secure and keep in force during the entire term of the Agreement or longer, as may be specified below, the following insurance coverage, limits and endorsements:

TYPE OF INSURANCE COVERAGES		MINIMUM LIMITS
A	Commercial General Liability Premises Liability; Products and Completed Operations; Contractual Liability; Personal Injury and Advertising Liability	\$1,000,000 per occurrence (CSL) Bodily Injury and Property Damage
B	Commercial or Business Automobile Liability All owned vehicles, hired or leased vehicles, non-owned, borrowed and permissive uses. Personal Automobile Liability is acceptable for individual contractors with no transportation or hauling related activities	\$1,000,000 per occurrence (CSL) Any Auto Bodily Injury and Property Damage
C	Workers' Compensation (WC) and Employers Liability (EL) Required for all contractors with employees	WC: Statutory Limits EL: \$100,000 per accident for bodily injury or disease
D	<p>Endorsements and Conditions:</p> <ol style="list-style-type: none"> 1. ADDITIONAL INSURED: All insurance required above with the exception of Personal Automobile Liability, Workers' Compensation and Employers Liability, shall be endorsed to name as additional insured: County of Alameda, its Board of Supervisors, the individual members thereof, and all County officers, agents, employees and representatives. 2. DURATION OF COVERAGE: All required insurance shall be maintained during the entire term of the Agreement with the following exception: Insurance policies and coverage(s) written on a claims-made basis shall be maintained during the entire term of the Agreement and until 3 years following termination and acceptance of all work provided under the Agreement, with the retroactive date of said insurance (as may be applicable) concurrent with the commencement of activities pursuant to this Agreement. 3. REDUCTION OR LIMIT OF OBLIGATION: All insurance policies shall be primary insurance to any insurance available to the Indemnified Parties and Additional Insured(s). Pursuant to the provisions of this Agreement, insurance effected or procured by the Contractor shall not reduce or limit Contractor's contractual obligation to indemnify and defend the Indemnified Parties. 4. INSURER FINANCIAL RATING: Insurance shall be maintained through an insurer with a A.M. Best Rating of no less than A:VII or equivalent, shall be admitted to the State of California unless otherwise waived by Risk Management, and with deductible amounts acceptable to the County. Acceptance of Contractor's insurance by County shall not relieve or decrease the liability of Contractor hereunder. Any deductible or self-insured retention amount or other similar obligation under the policies shall be the sole responsibility of the Contractor. 5. SUBCONTRACTORS: Contractor shall include all subcontractors as an insured (covered party) under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein. 6. JOINT VENTURES: If Contractor is an association, partnership or other joint business venture, required insurance shall be provided by any one of the following methods: <ul style="list-style-type: none"> – Separate insurance policies issued for each individual entity, with each entity included as a "Named Insured (covered party), or at minimum named as an "Additional Insured" on the other's policies. – Joint insurance program with the association, partnership or other joint business venture included as a "Named Insured. 7. CANCELLATION OF INSURANCE: All required insurance shall be endorsed to provide thirty (30) days advance written notice to the County of cancellation. 8. CERTIFICATE OF INSURANCE: Before commencing operations under this Agreement, Contractor shall provide Certificate(s) of Insurance and applicable insurance endorsements, in form and satisfactory to County, evidencing that all required insurance coverage is in effect. The County reserves the rights to require the Contractor to provide complete, certified copies of all required insurance policies. The require certificate(s) and endorsements must be sent to: <ul style="list-style-type: none"> - Department/Agency issuing the contract - With a copy to Risk Management Unit (125 – 12th Street, 3rd Floor, Oakland, CA 94607) 	



COUNTY OF ALAMEDA
SMALL, LOCAL AND EMERGING BUSINESS PROGRAM
SLEB
CERTIFICATION INSTRUCTIONS

3 Easy Steps

1. Complete the application form

Program Definitions

Local Business: A business having a fixed office with a street address in Alameda County for a minimum period of 6 months and a valid business license issued by the County or a City within Alameda County

Small Business: A business which has been certified by the County as local and meets the U.S. Business Administration (SBA) size standards for its classification. Size standards and classification codes information available at <http://www.naics.com/search.htm>

Emerging Business: A business which has been certified by the County as local and meet less than one half of the U.S. SBA size standards for its classification and has been in business less than 5 years.

If you own less than 51% interest in your business, please indicate other owner(s) name(s), title(s) and percentage of ownership. List all current business and professional licenses. If you have been in business for less than three years, please provide your actual gross receipts received for the period that you have been in business. If you have not been in business for a complete tax year, please provide actual gross receipts to date. If any item on the application form is not applicable, please put "N/A" in the designated area. If additional space is needed, please attach additional sheet(s).

2. Please sign* and mail Application to:

Alameda County Auditor-Controller Agency
Office of Contract Compliance
1221 Oak Street, Room 249
Oakland, CA 94612

*The application form must be signed by the owner, principal partner or authorized officer of the corporation. We will contact you within 10 days to schedule a site visit upon receipt of your application.

3. On-site Visit

The following items must be available for our review during the visit to your business address:

- Signed Federal Tax Returns showing Gross Business Receipts for the last 3 years**
- Business Licenses
- Current Identification (i.e. Driver's License, Identification Card)
- Deed, Rental or Lease Agreement showing Business Address

**Personal Net Worth Statement (if the business has never filed taxes)

If you have questions regarding your certification, please contact:

Office of Contract Compliance Tel: (510) 891-5500 Fax: 510-272-6502 or Email: ACSLEBcompliance@acgov.org

Thank you for your interest in doing business with Alameda County.

East Bay Interagency Alliance (EBIA)

COMMON APPLICATION for LOCAL CERTIFICATION

Alameda County – Alameda County Transportation Improvement Authority – City of Oakland – Port of Oakland

Submittal Date: _____

Check Certifying Agency below and click link to download Supplemental:

- Alameda County – No supplemental required
- Alameda County Transportation Improvement Authority – Complete [Supplemental B](#)
- City of Oakland – Complete [Supplemental C](#)
- Port of Oakland – Complete [Supplemental D](#)
- All the above

The Common Application is a sharing of information between agencies and NOT a reciprocal certification.

1) Contact Information

Legal Name of Entity		Contact Person (Name & Title)		
Street Address of Entity (No P.O. Box)				
City		State	Zip Code	County
Telephone () ()	Fax # () ()		Cell# () ()	
Email Address		Web Site		

2) Company Profile

Primary Service undertaken/offered:		Specialty Service undertaken/offered:		
Date Entity was established (mm/dd/yr)	Does the entity have one or more additional offices outside the city of Oakland, CA? <input type="checkbox"/> Y <input type="checkbox"/> N If yes, list other location(s)		Date Oakland office was established (mm/dd/yr)	
Method of Acquisition <input type="checkbox"/> New <input type="checkbox"/> Purchased existing <input type="checkbox"/> Secured concession <input type="checkbox"/> Merger or consolidation <input type="checkbox"/> Inherited <input type="checkbox"/> Other (explain)			Federal ID Number:	
Has this entity operated under a different name during the past five years? <input type="checkbox"/>				
Type of Firm <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Partnership <input type="checkbox"/> Limited Liability Corporation <input type="checkbox"/> Publicly traded entity <input type="checkbox"/> Non-Profit or Church <input type="checkbox"/> Other _____		Ethnicity Group of owners(s) that own greater than 50% of the business. (for tracking purposes only) <input type="checkbox"/> African American <input type="checkbox"/> Hispanic <input type="checkbox"/> Asian <input type="checkbox"/> Native American <input type="checkbox"/> Asian Pacific /Hawaiian <input type="checkbox"/> Multi ethnic ownership <input type="checkbox"/> Asian Indian <input type="checkbox"/> Multi ethnic minority ownership <input type="checkbox"/> Caucasian <input type="checkbox"/> ownership <input type="checkbox"/> Filipino <input type="checkbox"/> Other _____		
		Gender (for tracking purposes only) <input type="checkbox"/> Male <input type="checkbox"/> Female		
Gross Receipts for the last three recent fiscal years: Please attach copies of appropriate tax returns: (e.g. Form 990, Form 1040, Form 1120, etc)		Year Ended _____ Year Ended _____ Year Ended _____	Total Receipts \$ _____ Total Receipts \$ _____ Total Receipts \$ _____	

**Exhibit E
Small Local Emerging Business (SLEB) Program new Certification Application
RFP for Health and Wellness Center for Ashland Youth Center**

2) Company Profile: (Continue)

Number of Employees at the local office Permanent Full time ____ Permanent Part time ____	Temporary Full Time ____ Temporary Part Time ____	Seasonal Full Time ____ Seasonal Part Time ____
TOTAL Number of Employees at all locations. Permanent Full time ____ Permanent Part time ____	Temporary Full Time ____ Temporary Part Time ____	Seasonal Full Time ____ Seasonal Part Time ____

3) Certifications:

Name of Issuing Authority	Type	Number	Expiration Date
City / County Business Tax Certificate			
Internal Revenue Service (required) – If your firm is a Non-Profit, submit the Letter of Determination of Not For Profit Status.			
State of CA /CUCP Certification for DBE/ACDBE firm			
State of CA /SBA Certification for Small firm			
Other Certification			
Other Certification			
Other Certification			

4) Professional Licenses, Permits and/or Certificates (e.g. contractor, architect, engineer, etc. – list all that apply - attach copies. List on a separate page if additional space is needed)

Name of Issuing Authority	Type	Number	Expiration Date
State of CA Contractor’s License Board – Contractor’s License:			
State of CA Professional Service License or Permit:			
State of CA Service Provider License or Permit:			
Other:			
Other:			

5) NAICS Codes: Please review the NAICS¹ listing of work codes and indicate below your areas of expertise ranked in order of importance (begin with primary and specialty areas as indicated in the Company Profile section) NAICS Codes can be found at: <http://www.naics.com/search.htm> & <http://www.census.gov/epcd/naics02/>. Add separate sheet for additional NAICS codes if needed.

NAICS Code	Description of Work

6) Additional Information:

Are you a Trucking Firm? Yes No Are you a Truck Broker? Yes No Both? Yes No
A supplier? Yes No

7) When submitting this application to any of the checked Certification Taskforce members, I consent to the sharing of information contained herein and declare under penalty of perjury that all statements made in the Application are true and correct: Yes No

I declare, under penalty or perjury all of the foregoing statements are true and correct.

¹ North American Industry Classification System – www.naics.com

Exhibit E
Small Local Emerging Business (SLEB) Program new Certification Application
RFP for Health and Wellness Center for Ashland Youth Center

Signature _____ Print Name _____ Date _____

EXHIBIT F
SMALL LOCAL EMERGING BUSINESS (SLEB) PARTNERING INFORMATION SHEET
COUNTY OF ALAMEDA

RFP
for
Health & Wellness Center at Ashland Youth Center

In order to meet the small local emerging business (SLEB) requirements of this RFP/Q, all bidders must complete this form as required below.

Bidders not meeting the definition of a SLEB (as stated in this RFP/Q County Provisions) are required to subcontract with a SLEB for at least twenty percent (20%) of the total estimated bid amount in order to be considered for contract award. This form must be submitted for each business that bidders will work with, as evidence of a firm contractual commitment to meeting the SLEB participation goal. (Copy this form as needed.)

Bidders are encouraged to form a partnership with a SLEB that can participate directly with this contract. One of the benefits of the partnership will be economic, but this partnership will also assist the SLEB to grow and build the capacity to eventually bid as a prime on their own.

Once a contract has been awarded, bidders will not be able to substitute named subcontractors without prior written approval from the Auditor-Controller, Office of Contract Compliance (OCC).

County departments and the OCC will monitor the contract for compliance with the SLEB requirements.

BIDDER IS A CERTIFIED SLEB (sign below)

SLEB BIDDER BUSINESS NAME: _____

SLEB Certification # _____ SLEB Certification Expiration Date ____/____/____

BIDDER is NOT a certified SLEB and will subcontract _____% with the SLEB named below for the following goods/services: _____

SLEB Subcontractor Business Name: _____

SLEB Certification #: _____ SLEB Certification Expiration Date: ____/____/____

SLEB Certification Status: Small Emerging

Principal Name: _____

SLEB Subcontractor Principal Signature: _____ Date: _____

Bidder Signature: _____ Date: _____

EXHIBIT G

COUNTY OF ALAMEDA

RFP No.
for
Health and Wellness Center at Ashland Youth Center

REQUEST FOR BID PREFERENCE

PLEASE READ AND COMPLETE THIS FORM CAREFULLY:

IF YOU WOULD LIKE TO REQUEST THE LOCAL BUSINESS, SMALL AND LOCAL BUSINESS, OR EMERGING AND LOCAL BUSINESS BID PREFERENCE, COMPLETE THIS FORM AND RETURN IT WITH YOUR RFP/Q SUBMITTAL. IN ADDITION, IF APPLYING FOR A LOCAL BID PREFERENCE, SUBMIT THE FOLLOWING:

- Copy of a verifiable business license, issued by the County of Alameda or a City within the County; and
- Proof of six (6) months business residency, identifying the name of the vendor and the local address. Utility bills, deed of trusts or lease agreements, etc., are acceptable verification documents to prove residency.

A five-percent (5%) local bid preference will be granted to Alameda County products or vendors except with respect to those contracts which State law requires be granted to the lowest responsible bidder. An Alameda County vendor is a firm or dealer with fixed offices and having a street address within the County for at least six (6) months prior to the date upon which a request for sealed bids or proposals is issued; and which holds a valid business license issued by the County or a city within the County. Alameda County products are those which are grown, mined, fabricated, manufactured, processed or produced within the County.

In addition, a five percent (5%) small/emerging business bid preference, for a total bid preference of ten percent (10%), shall be granted (except as noted above) if the bidder is certified by the County as either a small and local or an emerging and local business. Check the appropriate boxes below (2 maximum) and provide the requested information.

<input type="checkbox"/> Request for 5% LOCAL Bid Preference (Complete 1-4, print name, title, sign and date below)	
1. Company Name	
2. Street Address	
3. Telephone Number	
4. Business License #	

<input type="checkbox"/> Request for 5% SMALL Local Business Bid Preference			
<u>OR</u>			
<input type="checkbox"/> Request for 5% EMERGING Local Business Bid Preference			
(Complete certification information below)			
SLEB Certification #:		SLEB Certification Expiration Date	/ /

The Undersigned declares that the foregoing information is true and correct:

Print/Type Name:

Print/Type Title:

Signature:

Date:

EXHIBIT H
COUNTY OF ALAMEDA

RFP
for
Health & Wellness Center at Ashland Youth Center

ALAMEDA COUNTY VENDOR FIRST SOURCE AGREEMENT
VENDOR INFORMATION

ALCOLINK Vendor Number (if known): 00000

SLEB Vendor Number: _____

Full Legal Name: _____

DBA _____

Type of Entity: Individual Sole Proprietor Partnership
 Corporation Tax-Exempted Government or Trust

Check the boxes that apply:

Goods Only Goods & Services Rents/Leases Legal Services
 Rents/Leases paid to you as the agent Medical Services Non-Medical Services – Describe _____
 Other _____

Federal Tax ID Number (required): _____

P.O. Box/Street Address: _____

Vendor Contact's Name: _____

Vendor Contact's Telephone: _____ Fax: _____

Vendor Contact's E-mail address: _____

Please check all that apply:

- LOC Local Vendor (Holds business license within Alameda County)
- SML Small Business (as defined by Small Business Administration)
- I American Indian or Alaskan Native (>50%)
- A Asian (>50%)
- B Black or African American (>50%)
- F Filipino (>50%)
- H Hispanic or Latino (>50%)
- N Native Hawaiian or other Pacific Islander (>50%)
- W White (>50%)

Number of entry level positions available through the life of the contract: _____

Number of other positions available through the life of the contact: _____

This information to be completed by County:

Contract # _____

Contract Amount: _____

Contract Term: _____

EXHIBIT H
COUNTY OF ALAMEDA

RFP No. 900XXX
for

Health & Wellness Center at Ashland Youth Center

ALAMEDA COUNTY VENDOR FIRST SOURCE AGREEMENT
VENDOR INFORMATION

Vendor agrees to provide Alameda County (through East Bay Works and Social Services Agency), ten (10) working days to refer to Vendor, potential candidates to be considered by Vendor to fill any new or vacant positions that are necessary to fulfill their contractual obligations to the County, that Vendor has available during the life of the contract before advertising to the general public. Vendor will also provide the County with specific job requirements for new or vacant positions. Vendor agrees to use its best efforts to fill its employment vacancies with candidates referred by County, but final decision of whether or not to offer employment, and the terms and conditions thereof, to the candidate(s) rest solely within the discretion of the Vendor.

Alameda County (through East Bay Works and Social Services Agency) agrees to only refer pre-screened qualified applicants, based on vendor specifications, to vendor for interviews for prospective employment by Vendor (see Incentives for Vendor Participation under Vendor/First Source Program located on the Small Local Emerging Business (SLEB) Website, <http://www.acgov.org/auditor/sleb/>).

If compliance with the First Source Program will interfere with Vendor's pre-existing labor agreements, recruiting practices, or will otherwise obstruct Vendor's ability to carry out the terms of the contract, Vendor will provide to the County a written justification of non-compliance in the space provided below.

(Company Name)

(Vendor Signature)

(Date)

(East Bay Works / One-Stop Representative Signature)

(Date)

Justification for Non-Compliance:

EXHIBIT I

COUNTY OF ALAMEDA

RFP

for

Health & Wellness Center at Ashland Youth Center

Exceptions, Clarifications, Amendments

List below requests for clarifications, exceptions and amendments, if any, to the RFP and its exhibits, and submit with your bid response.

The County is under no obligation to accept any exceptions and such exceptions may be a basis for bid disqualification.

Item No.	Reference To:		Description
	Page No.	Paragraph No.	

_____	_____	_____
Bidder Name	Bidder Signature	Date

EXHIBIT M

RFP

For

Health & Wellness Center at Ashland Youth Center

RESPONSE CONTENT AND SUBMITTALS COMPLETENESS CHECKLIST

1. Bid responses must be signed in ink and include evidence that the person or persons signing the proposal is/are authorized to execute the proposal on behalf of the bidder.
2. Bidders shall provide all of the below noted Bid documentation and exhibits. Any material deviation from these requirements may be cause for rejection of the proposal, as determined in the County's sole discretion. The content and sequence for each required Bid document/exhibit shall be as follows:

CHECK LIST

- A. Title Page: Show RFP/Q number and title, your company name and address, name of the contact person (for all matters regarding the RFP/Q response), telephone number and quotation/proposal date.
- B. Table of Contents: Bid responses shall include a table of contents listing the individual sections of the quotation/proposal and their corresponding page numbers. Tabs should separate each of the individual sections.
- C. Cover Letter: Bid responses shall include a cover letter describing Bidder and include all of the following:
 - 1) The official name of Bidder;
 - 2) Bidder's organizational structure (e.g. corporation, partnership, limited liability company, etc.);
 - 3) The jurisdiction in which Bidder is organized and the date of such organization;
 - 4) The address of Bidder's headquarters, any local office involved in the Bid Proposal/Quotation; and the address/location where the actual production of goods and/or services will be performed;
 - 5) Bidder's Federal Tax Identification Number;
 - 6) The name, address, telephone, fax numbers and e-mail address of the person(s) who will serve as the contact(s) to the County, with regards to the RFP/Q response, with authorization to make representations on behalf of and to bind Bidder;

- 7) A representation that Bidder is in good standing in the State of California and will have all necessary licenses, permits, certifications, approvals and authorizations necessary in order to perform all of its obligations in connection with this RFP/Q. This requirement includes the necessity for some out of state companies to be registered with the State of California by the effective date of the agreement. Information regarding this requirement can be located at the Secretary of State website, <http://www.sos.ca.gov/>; and
- 8) An acceptance of all conditions and requirements contained in this RFP/Q.
- 9) Cover letter must be signed in ink by a person or persons authorized to execute the proposal on behalf of the bidder.

- D. Letter of Transmittal: Bid responses shall include a description of Bidder's approach in providing its goods and/or services to the County in one or two pages stating its understanding of the work to be done and a positive commitment to perform the work as specified.
- E. Executive Summary: A brief synopsis of the highlights of the Proposal and overall benefits of the Proposal to the County. This synopsis should not exceed three (3) pages in length and should be easily understood.
- F. Bidder's Qualifications and Experience:

Provide a description of Bidder's capabilities pertaining to this RFP/Q. This description should not exceed five (5) pages and should include a detailed summary of Bidder's experience relative to RFP/Q requirements described herein, including references.

- G. Key Personnel - Qualifications and Experience:

Bid responses shall include a complete list of and resumes for all key personnel associated with the RFP/Q. This list must include all key personnel who will provide services/training to County staff and all key personnel who will provide maintenance and support services. For each person on the list, the following information shall be included: (1) the person's relationship with Bidder, including job title and years of employment with Bidder; (2) the role that the person will play in connection with the RFP/Q (3) address, telephone, fax numbers, and e-mail address; (4) the person's educational background; (5) the person's relevant experience; and (6) relevant awards, certificates or other achievements. This section of the bid response should include no more than two pages of information for each listed person.

- H. Description of the Proposed Services:

Bid response shall include a description of the terms and conditions of services to be provided during the contract term including response times. The description

shall contain a basis of estimate for services including its scheduled start and completion dates, the number of Bidder's and County personnel involved, and the number of hours scheduled for such personnel. The description shall identify spare or replacement parts that will be required in performing maintenance services, the anticipated location(s) of such spare parts, and how quickly such parts shall be available for repairs. Finally, the description must: (1) specify how the services in the bid response will meet or exceed the requirements of the County; (2) explain any special resources, procedures or approaches that make the services of Bidder particularly advantageous to the County; and (3) identify any limitations or restrictions of Bidder in providing the services that the County should be aware of in evaluating its Response to this RFP/Q.

I. Implementation Plan and Schedule:

The bid response shall include an implementation plan and schedule. The plan for implementing the proposed equipment/system and services shall include a County Acceptance Test Plan (ATP). In addition, the plan shall include a detailed schedule indicating how Bidder will ensure adherence to the timetables set forth herein for the final equipment/system and/or services.

J. Evidence of Insurance (*Contact RMU for insurance requirements for each RFP/Q*)

Certificates of insurance are required per the attached Exhibit C from a reputable insurer evidencing all coverages required for the term of any contract that may be awarded pursuant to this RFP/Q. The County's insurance requirements for Additional Insured reads, "All insurance required above with the exception... shall be endorsed to name as additional insured..." An endorsement is an amendment to a contract, such as an insurance policy, by which the original terms are changed. The insurance certificate (also known as the "Acord") carries a disclaimer, "This certificate is issued as a matter of information only and confers no rights upon the certificate holder. **This certificate does not amend, extend or alter the coverage afforded by the policy below.**" Additional insureds listed in the description box are not a proper risk transfer. Any amendment or extension of the coverage such as an additional insured should be provided by a separate endorsement page or copy of the policy

K. Other required Submittals/Exhibits not included above that are required in the bid response:

- Exhibit A, Acknowledgement form for the RFP and for each Addendum, must be signed and returned.
- Exhibit E, SLEB Certification Application Package, completed, signed, required documentation attached (applicable to a small or emerging business, located within the boundaries of Alameda County, seeking certification or renewal certification).
- Exhibit F, Small Local Emerging Business (SLEB) Subcontracting Information Sheet, must be completed and signed.

- Exhibit G, Request for Preference for Local Business and Small Local or Emerging Local Business, completed and signed (read Exhibit G for applicability). If applying for local preference, submit the following:
 - Copy of a verifiable business license, issued by the County of Alameda or a City within the County; and
 - Proof of six (6) month business residency, identifying the name of the vendor and the local address: utility bills, deed of trust or lease agreement.
- Exhibit H, First Source Agreement, must be completed and signed (applicable to contracts over \$100,000).
- Exhibit I, Exceptions, Clarifications and Amendments Form, must be completed and signed. Any exceptions, clarifications and amendments should also address the attached Exhibits (The County is under no obligation to accept any exceptions and such exceptions may be a basis for bid disqualification).
- Exhibit K, Environmental Certification.
- Exhibit N, Debarment and Suspension Certification.

EXHIBIT N
COUNTY OF ALAMEDA

RFP
for
Health & Wellness Center at Ashland Youth Center

DEBARMENT AND SUSPENSION CERTIFICATION
For Procurements Over \$25,000

The bidder, under penalty of perjury, certifies that, except as noted below, bidder, its Principal, and any named and unnamed subcontractor:

- Is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency;
- Has not been suspended, debarred, voluntarily excluded or determined ineligible by any federal agency within the past three years;
- Does not have a proposed debarment pending; and
- Has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction in any matter involving fraud or official misconduct within the past three years.

If there are any exceptions to this certification, insert the exceptions in the following space.

Exceptions will not necessarily result in denial of award, but will be considered in determining bidder responsibility. For any exception noted above, indicate below to whom it applies, initiating agency, and dates of action.

Notes: Providing false information may result in criminal prosecution or administrative sanctions. The above certification is part of the Proposal. Signing this Proposal on the signature portion thereof shall also constitute signature of this Certification.

BIDDER: _____

PRINCIPAL: _____ TITLE: _____

SIGNATURE: _____ DATE: _____

San Lorenzo & Unincorporated Area 2009 Data Compilation



**June 2009
Produced by**

Alameda County School Health Services Coalition

Table of Contents

	Page
Background	2
Alameda County Full Service Schools Framework	3
I. Demographic Data	4
a. School Enrollment	5
b. District Racial/Ethnic Composition	5
c. Students Classified as English Learners	6
d. Languages Spoken by English Learners	7
II. Children, Youth and Young Adults Succeed Academically	8
a. API School Scores	9
b. High School Dropout Rates	10
III. Children, Youth and Young Adults are Motivated and Engaged in School and in the Community	10
a. Truancy Rates	11
b. Student feelings of Connectedness	11
c. Suspension rates	12
IV. Children, Youth and Young Adults are Healthy Physically, Socially and Emotionally	13
a. Unhealthy Body Composition	14
b. Percent of Students Reporting Symptoms of Depression	15
c. Current Alcohol and Other Drug Use	15
d. Mental Health Hospitalization	15
e. Self-Harm Hospitalization	16
f. Ashland/Cherryland Health Summary	17
V. Children, Youth and Young Adults Live and Learn in Stable, Safe and Supportive Environments	19
a. Students on Free and Reduced Lunch	21
b. Students Offered Drugs on School Campus	21
c. Students with Caring Adult Relationships	22
d. Perceived Safety at School	23
e. Verbal Harassment	23
VI. Communities are Desirable Places to Live	24
a. Physical Fights and Gang Involvement	25
b. Medical Recipients under 21 Years Old	25
c. Youth Reports of Violence	26
d. Community Social Cohesion	27
e. Availability of Needed Resources	28
IV. Limitations and Further Exploration	29

About this Report:**Insert History of San Lorenzo School-Linked Health Center***Community Schools Model*

The Alameda County School Health Services Coalition has adopted the *Community Schools Model* as a framework to understanding the variety of factors that contribute to youth success and well-being. This model recognizes the holistic needs of students and multiple factors that contribute to student success. The Community Schools model seeks “Students Succeeding at School and in Life” and use a set of ideal “Conditions for Learning” that describe the comprehensive and supportive environment necessary to educate all students to high standards. The data in this report is organized using these conditions for learning as a guide to looking at the numerous individual, school, family, and community factors that contribute to student development. For more information on Community Schools, see <http://communityschools.org>

The purpose of this report is to begin to compile existing data in order to understand the specific context in which services will be delivered and assess baseline measures of student success and well-being. The data in this report can be used to both describe the context in which services will be planned and to provide some baseline measures that we can later look to for outcome indicators of success. The following page contains the Alameda County School Health Coalition’s template for assessing and evaluating Full Service Community Schools.

Alameda County Full Service Community Schools (FSCS) Framework

Conditions for Learning	Results	Indicators
Early childhood development is fostered through high-quality, comprehensive programs that nurture learning and development.	Children are ready to enter school	<ul style="list-style-type: none"> ▶ Immunization rates ▶ Blood lead levels ▶ Parents read to children ▶ Children attend early childhood programs ▶ Receptive vocabulary level ▶ Families connected to support networks/services
	Children, youth and young adults succeed academically (social justice/equity)	<ul style="list-style-type: none"> ▶ API scores ▶ CST ELA proficiency rates ▶ CST Math proficiency rates ▶ Graduation rates ▶ 4 year dropout rates ▶ 1 year dropout rates
The school has a core instructional program with qualified teachers, a challenging curriculum, and high standards and expectations for students.	Children, youth and young adults are motivated and engaged in school and in the community	<ul style="list-style-type: none"> ▶ Suspension rates ▶ Truancy rates ▶ Student connectedness to school ▶ Students engaged in school
	Children, youth and young adults are healthy physically, socially and emotionally (social justice/equity)	<ul style="list-style-type: none"> ▶ % of students with unhealthy body composition ▶ Asthma hospitalization in zip code ▶ Mental health hospitalization in zip code ▶ % of students with depressive symptoms ▶ % of students not eating breakfast ▶ Current alcohol and other drug use ▶ Lifetime alcohol and other drug use ▶ Current tobacco use
Students are motivated and engaged in learning—both in school and in community settings, during and after school.	Children, youth and young adults live and learn in stable, safe and supportive environments	<ul style="list-style-type: none"> ▶ % of students on free/reduced lunch ▶ % of families at or below 200% FPL by zip code ▶ Students with caring adults at school ▶ Students with caring adults at home ▶ Students reporting having been in a physical fight in past 12 months ▶ Students reporting harassment or bullying ▶ Students reporting being offered AOD on school campus ▶ Students report feeling safe at school
The basic physical, social, emotional, and economic needs of young people and their families are met.	Families are actively involved in children's education	<ul style="list-style-type: none"> ▶ Level of active PTA or parent activities ▶ Parent involvement in classroom learning ▶ No. of avenues for parent participation
There is mutual respect and effective collaboration among parents, families, and school staff.	Communities are desirable places to live	<ul style="list-style-type: none"> ▶ Crime rates by zip code ▶ Unemployment rate by city ▶ Medi-Cal recipients by zip code ▶ Cal Works by zip code (or GA, food stamps) ▶ Students self-reported gang involvement
The community is engaged in the school and promotes a school climate that is safe, supportive, and respectful and that connects students to a broader learning community.		

I. Demographic Data

This section describes the school populations of interest. Indicators in this section help inform the number and type of youth that will be served as well as aid in decision making about how to tailor services appropriately to the specific characteristics of the school and community.

Indicators in this Section:

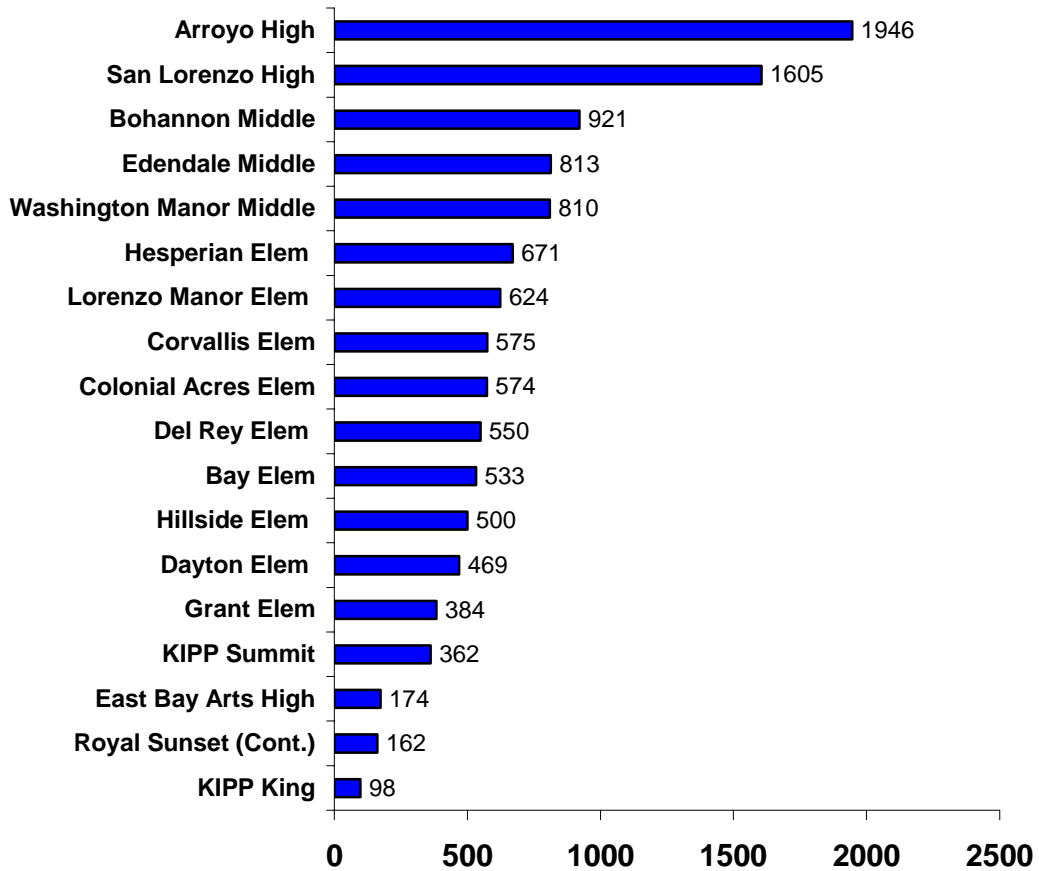
- **Enrollment**- A count of the students enrolled in each school and district on a given day in October. This is different from average daily attendance (ADA), which is the average number of students who attended school over the course of the year. The number of pupils enrolled in the school is usually larger than the ADA due to transience, dropouts, and illnesses.
- **Student Racial/Ethnic Composition** - The designation of students according to seven ethnic/racial groups for the California Department of Education's California Basic Educational Data System (CBEDS). These seven groups, along with a multiple/no response category, meet state and federal reporting requirements.
- **Teacher Racial Ethnic Composition** - The designation of staff according to seven ethnic/racial groups for the California Department of Education's California Basic Educational Data System (CBEDS). These seven groups, along with a multiple/no response category, meet state and federal reporting requirements. Something about this as it relates to student success
- **Percent of Students Classified as English Learners** - A student who is not sufficiently proficient in the English language to succeed in the school's regular instructional programs. The former designation was Limited English Proficient (LEP). Students' English proficiency is assessed annually.
- **Languages Spoken by English Learners**- The top reported primary languages spoken by students designated as English Learners.

San Lorenzo Highlights:

Alameda County is one of the most diverse areas in the country, with San Lorenzo reflecting a wide variety of this diversity

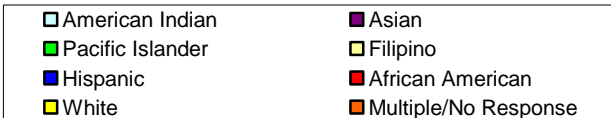
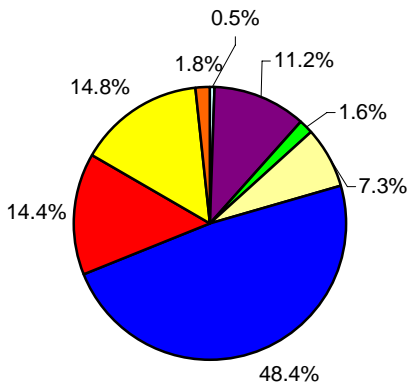
- There is large ethnic diversity in the region with Hispanic (48.4%), White (14.8%), African American (14.4%) and Asian (11.2%) students being the largest groups.
- While the area is diverse, teachers do not reflect the ethnic diversity of the area; 73.4% of all teachers in the district are White.
- Among the English Learner students in the area, Spanish is the most common language spoken

San Lorenzo Schools Total Enrollment 2007-2008

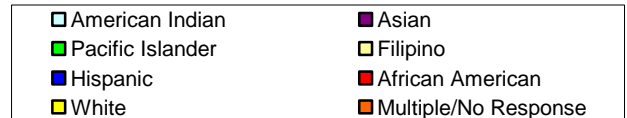
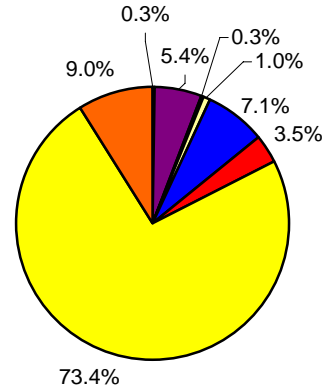


Source: California Department of Education. Education Data Partnership. Available at <http://www.ed-data.k12.ca.us>

San Lorenzo Unified Student Racial/Ethnic Composition, 2007-2008

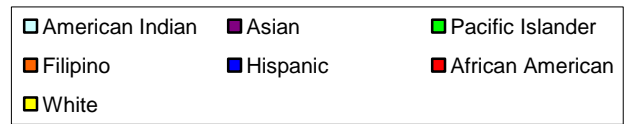
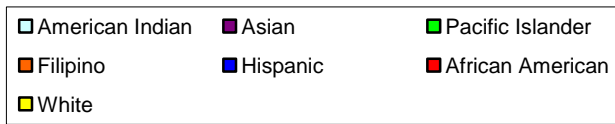
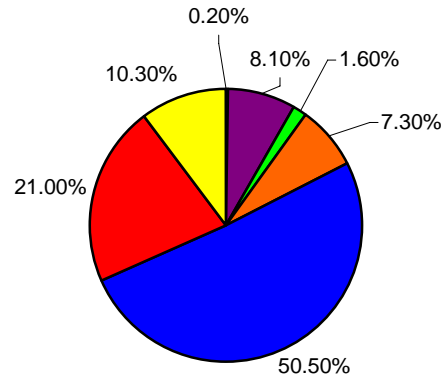
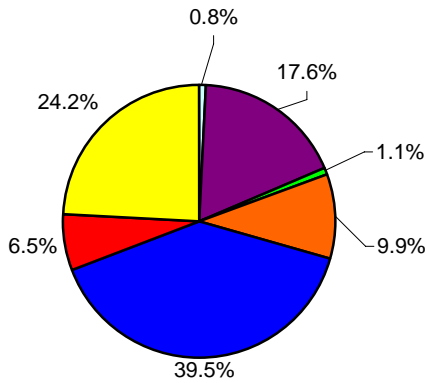


San Lorenzo Unified Teacher Racial/Ethnic Composition, 2007-2008



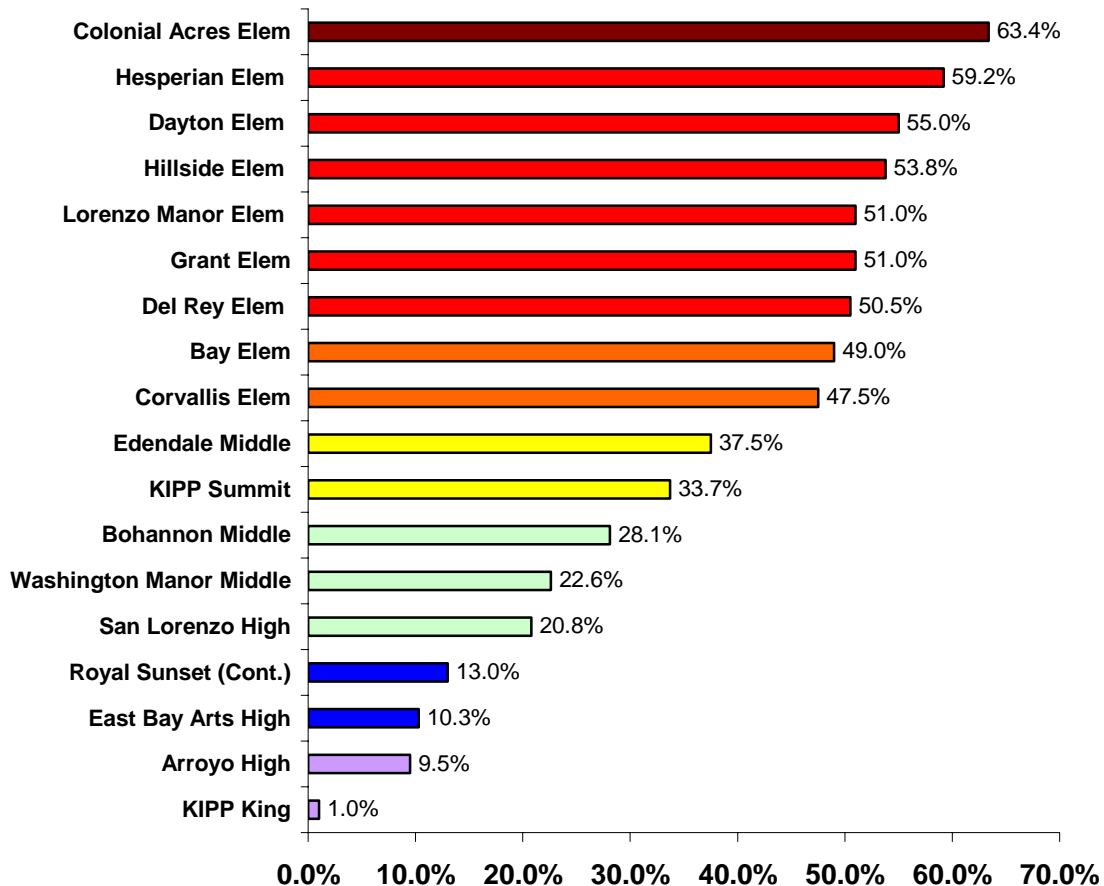
Arroyo High Student Racial/Ethnic Composition, 2007-2008

San Lorenzo High Student Racial/Ethnic Composition, 2007-2008



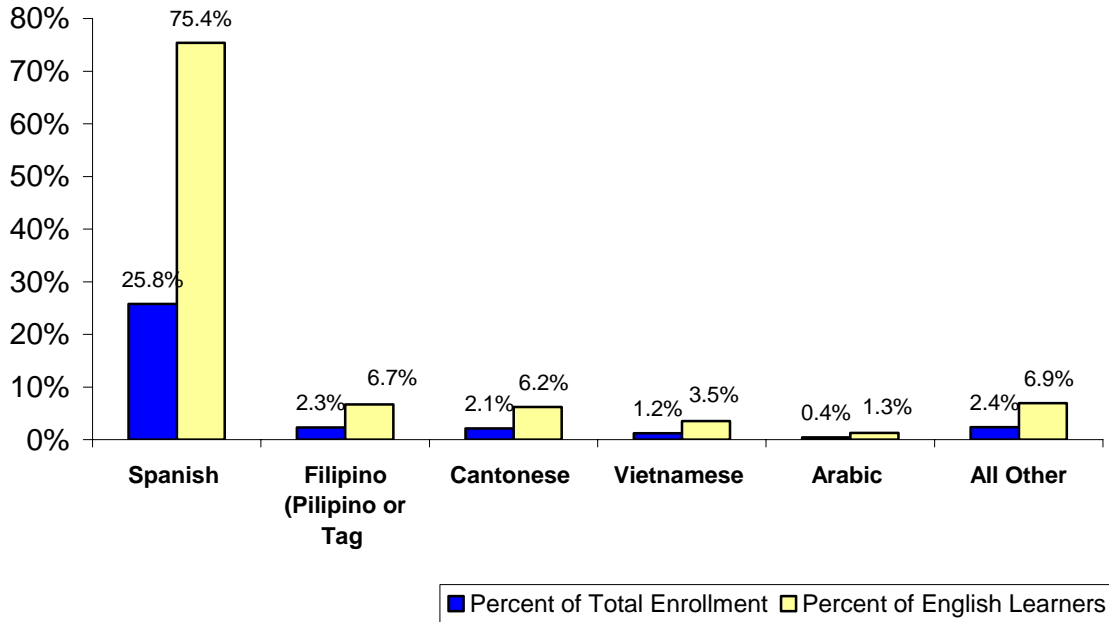
Source: California Department of Education. Education Data Partnership. Available at <http://www.ed-data.k12.ca.us>

San Lorenzo Schools, Percent English Learners, 2007-2008



Languages Spoken by English Learners, San Lorenzo Unified School District 2007-2008

Total English Learners – 4, 044
34.2% of Total School Enrollment



Source: California Department of Education. Education Data Partnership. Available at <http://www.ed-data.k12.ca.us>

II. Children, Youth and Young Adults Succeed Academically

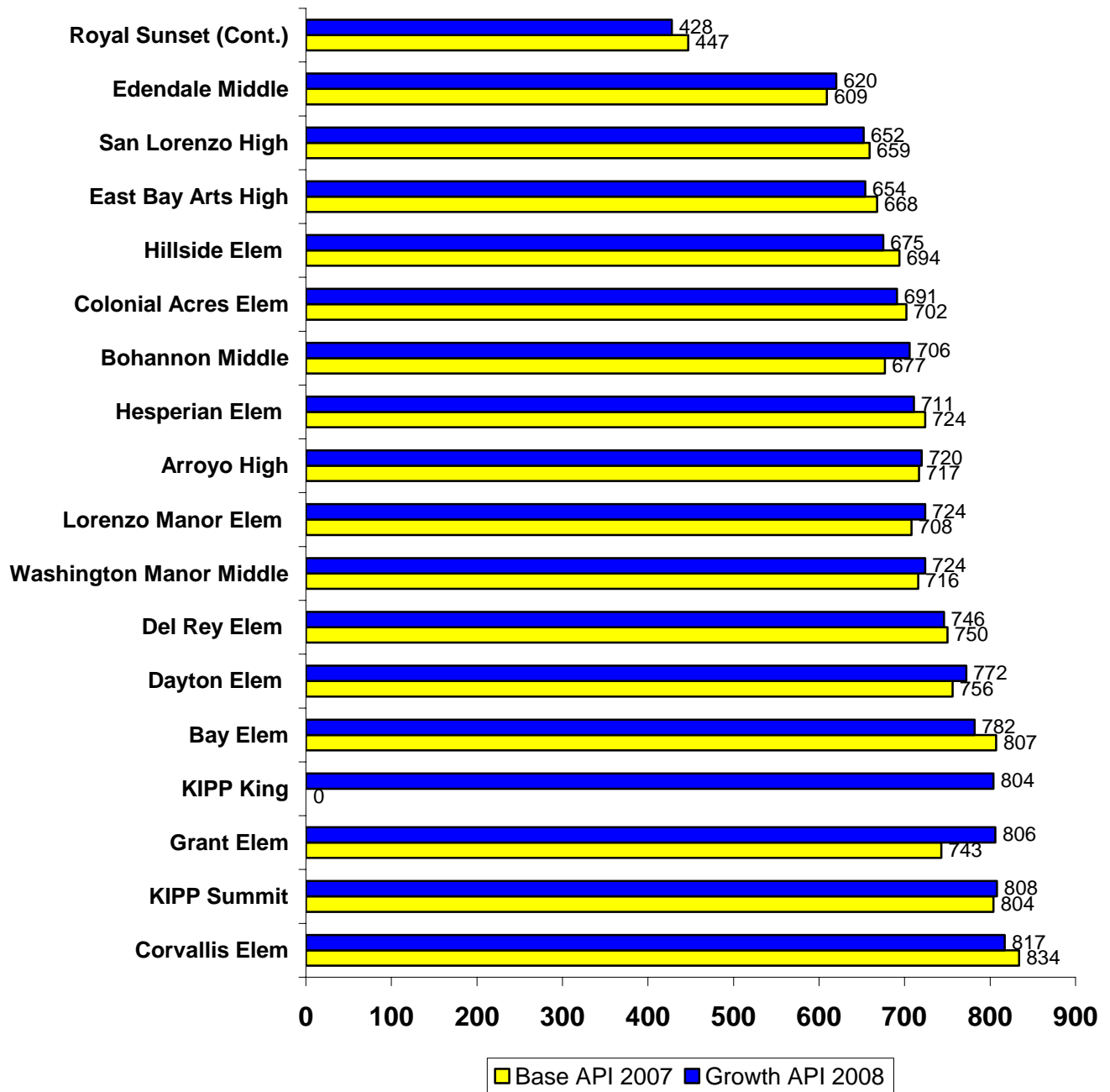
Indicators in this section focus on the specific academic achievement of students and factors that directly impact academic achievement.

Indicator in this Section:

- **Academic Performance Index (API)** measures the performance and growth of schools and districts based on the test scores of students in grades 2 through 12. The California Department of Education (CDE) calculates the API and disseminates the results directly to schools and districts. The API is a single number on a scale of 200 to 1,000 that indicates how well students in a school or district performed on the previous spring's tests. An API is calculated for the whole school plus its "numerically significant subgroups," including socioeconomically disadvantaged students and, English learners and students with disabilities.
- **High School Dropout Rates** The 4-year derived dropout rate is an estimate of the percent of students who would drop out in a four year period based on data collected for a single year. Beyond its inherent message of failure for students who drop out, young people who do not complete high school are at a great disadvantage in today's society. Dropouts have far higher unemployment rates than high school graduates. When employed, they earn less, are more likely to be in semi-skilled manual jobs and work at jobs with poorer working conditions.
- **High School Graduation Rates-** Graduation Rates based on the [National Center for Education Statistics \(NCES\) formula](#), as used as for the AYP reporting requirements. Formula= Number of Graduates (Year 4)/(divided by) Number of Graduates (Year 4) + Gr. 9 Dropouts (Year 1) + Gr. 10 Dropouts (Year 2) + Gr. 11 Dropouts (Year 3) + Gr. 12 Dropouts (Year 4). Graduation rates indicate academic success, as they mean that students have sufficiently mastered K-12 curriculum to move on from grade 12. Attainment of a high school diploma is a significant indicator of success later in life; high school graduates have been shown to attain higher rates of employment and higher earnings than those who did not complete high school.

San Lorenzo Highlights:

San Lorenzo Schools Base API 2007 and Growth API 2008



Source: California Department of Education. Education Data Partnership. Available at <http://www.ed-data.k12.ca.us>

III. Children, Youth and Young Adults are Motivated and Engaged in School and in the Community

This section measures how engaged the student population is in school and in their communities. Students who attend class regularly achieve higher academic results than those who do not. When students are not in school, they are not learning and will likely not achieve academically. When they are out for too long, students fall behind in their studies; and, if they are out long enough, they may never be able to “catch up”. Chronic absences signal disengagement from school and further distance students from school. School is an ideal place to connect learning to the real world of students’ communities. For students to be most successful, they must have the opportunity, to learn in a real-world context and to apply their learning to real problems in their communities. Feelings of connectedness also contribute to overall school climate and creating the positive conditions for students to learn.

Indicators in this section:

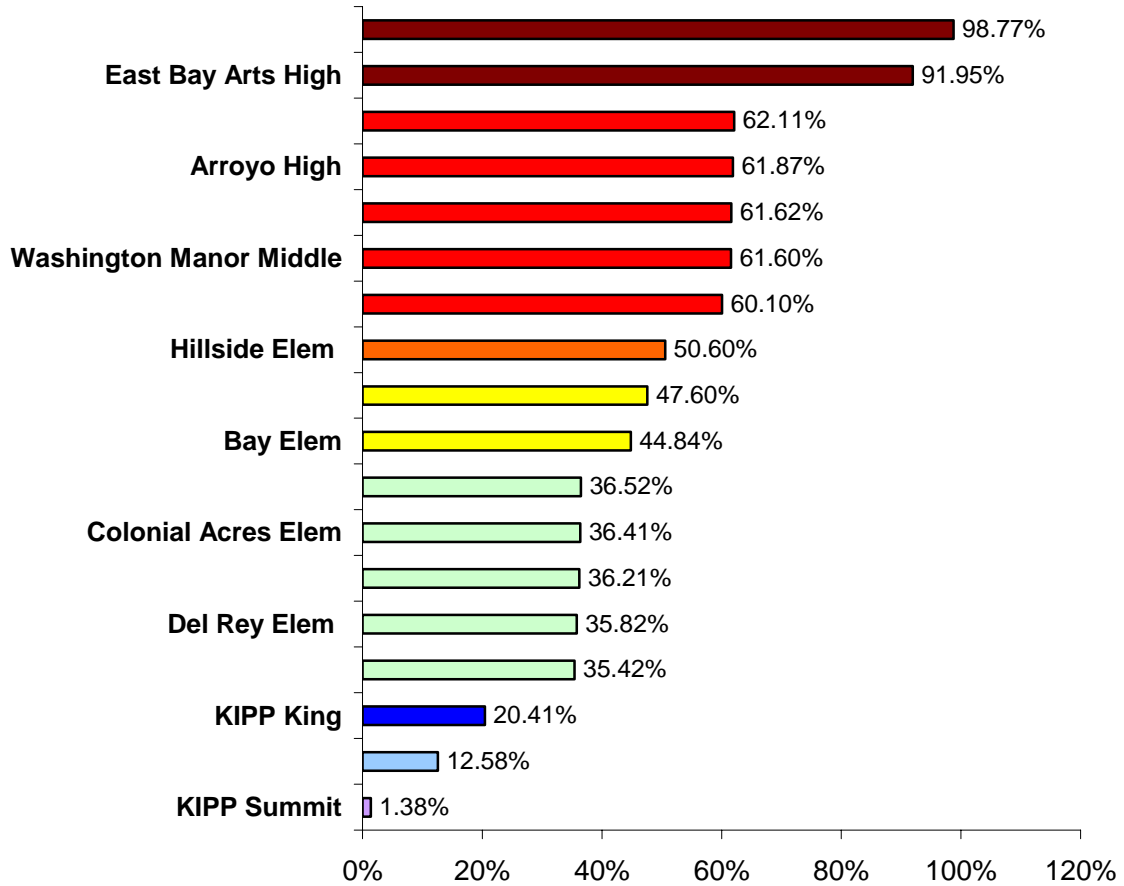
- **Truancy Rates-** Number of Students with Unexcused Absence or Tardy on 3 or More Days (truants) divided by the total school enrollment

- **School Connectedness Scale-** Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Percentages reflect average responses to five scaled questions consisting of the following items: *“I feel close to people at this school; I am happy to be at this school; I feel like I am part of this school; The teachers at this school treat students fairly; and I feel safe in my school.”* Results can be taken as an indirect indication of the overall degree (*High, Moderate, Low*) to which students feel connected to school. Increasingly, research is revealing the critical importance of strong school connectedness as a factor in promoting academic achievement and in mitigating involvement in risk behaviors such as substance abuse, delinquency, and dropping out of school.

- **Suspension Rates-** The suspension rate is calculated by dividing the number of suspensions for a school by the total school population. Does not account for duplicate cases.

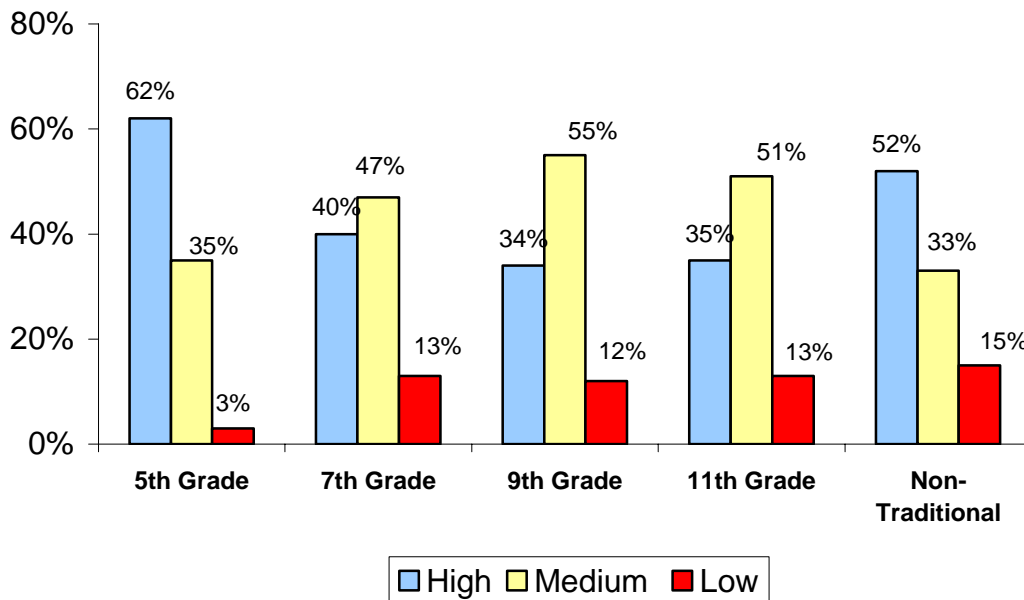
San Lorenzo Highlights:

San Lorenzo Truancy Rates, 2007-2008



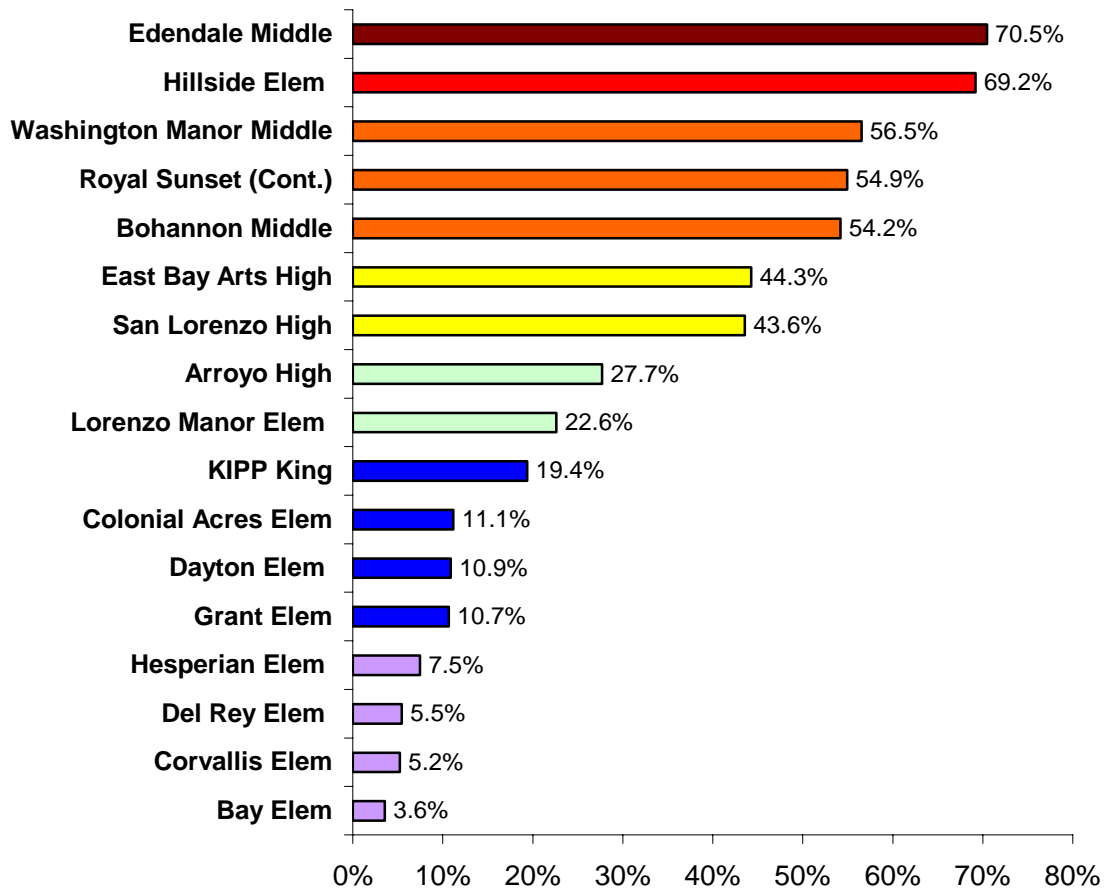
Source: California Department of Education. Available at <http://dq.cde.ca.gov/dataquest>

San Lorenzo Schools Student Connectedness Scale, 2007



Source: California Healthy Kids Survey, Fall 2007

San Lorenzo Schools Suspension Rates* 2007-2008



* Rates derived by taking number of suspensions/ total enrollment. Does not account for duplicate cases

Data unavailable for KIPP Summit

Source: California Department of Education. Available at <http://dq.cde.ca.gov/dataquest>

IV. Children, Youth and Young Adults are Healthy Physically, Socially and Emotionally

Indicators in this section assess the physical, emotional, and prosocial health of students. Young people who are socially and emotionally healthy are productive members of their families, communities, schools, and society. High-risk behaviors related to health contribute to the leading causes of death and physical, emotional, and social problems in young people. Poor health, along with high-risk behaviors in adolescence, set the stage for unhealthy physical, social, and emotional development for youth

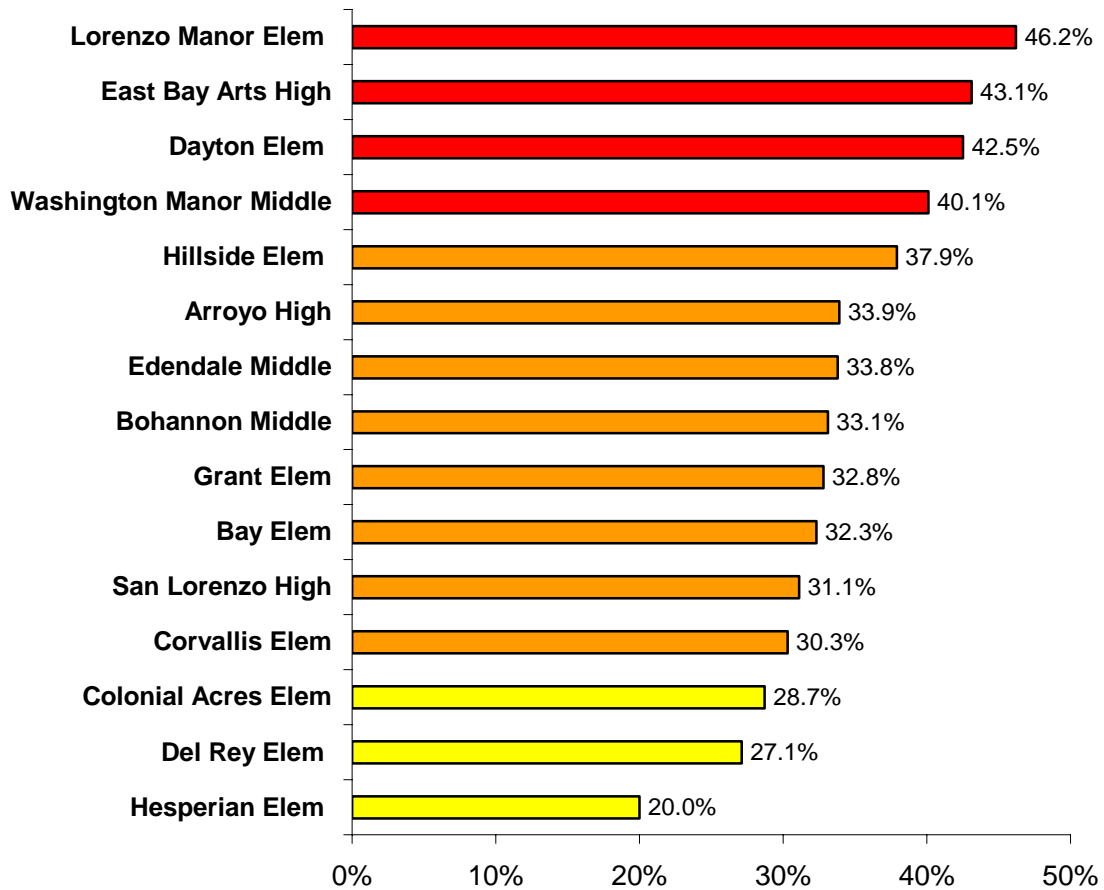
Indicators in this Section:

- **Unhealthy Body Composition** Body composition results provide an estimate of the percent of a student's weight that is fat in contrast to the "fat-free" body mass made up of muscles, bones, and organs. Percentage of students who are "outside the healthy fitness zone" do not meet benchmarks on what is considered healthy for their age and body type. Overweight adolescents are more likely to become overweight adults. People who are overweight or obese are more likely to be depressed and have chronic diseases such as arthritis, diabetes, certain types of cancer, heart disease, and stroke. Source: California Department of Education <http://dq.cde.ca.gov/dataquest>
- **Symptoms of Depression**- Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Students responded to the question: "During the past **12 months**, did you ever feel so sad or hopeless almost everyday for two weeks or more that you stopped doing some usual activities?".
- **Alcohol and Other Drug Use**-- Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Includes any reported use of alcohol, tobacco, marijuana, and all other drugs.
- **Mental Health Hospitalization rates** – Rate of Inpatient and Emergency Department Visits for a Mental Health Reason or for another reason with an associated mental health diagnosis. Results are shown as rates per 100,000 of the population broken down by age groups for the years 2005-2007. Source: Alameda County Public Health Department
- **Mental Health Hospitalization Diagnoses**- The top 5 primary diagnosis codes for youth under 21 whose admitting diagnoses to an inpatient hospital or emergency department was a mental health condition. Source: Alameda County Public Health Department
- **Asthma Hospitalization Rates**- Rate of Inpatient and Emergency Department Visits with asthma as the primary diagnosis shown by age group. Source: Alameda County Public Health Department

San Lorenzo Highlights:

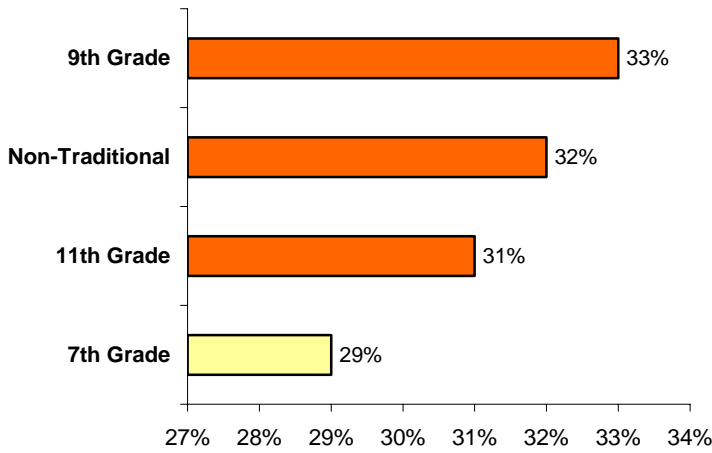
- Depression continues to be a concern with high school students, with over 30% of high school students reporting depressive symptoms
- Self Harm hospitalization rates for all residents under 21 are higher in San Lorenzo than the county average, however when broken down by age group the large disparity exists among 10-14 year olds.
- Overall Asthma hospitalization rates are similar in San Lorenzo to the rest of the county, however when broken down by age group San Lorenzo has higher hospitalization rates among 10-14 and 15-20 year olds when compared to the county average.

San Lorenzo 5th, 7th, or 9th Graders with Unhealthy Body Composition, 2007-2008

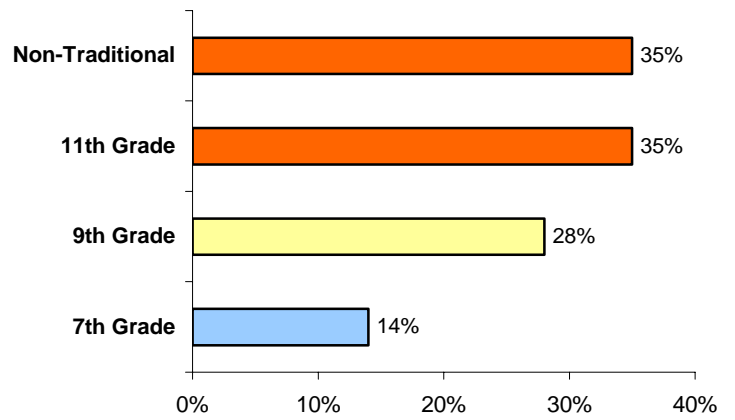


Source: California Department of Education. Available at <http://dq.cde.ca.gov/dataquest>

San Lorenzo Secondary Students with Symptoms of Depression, 2007

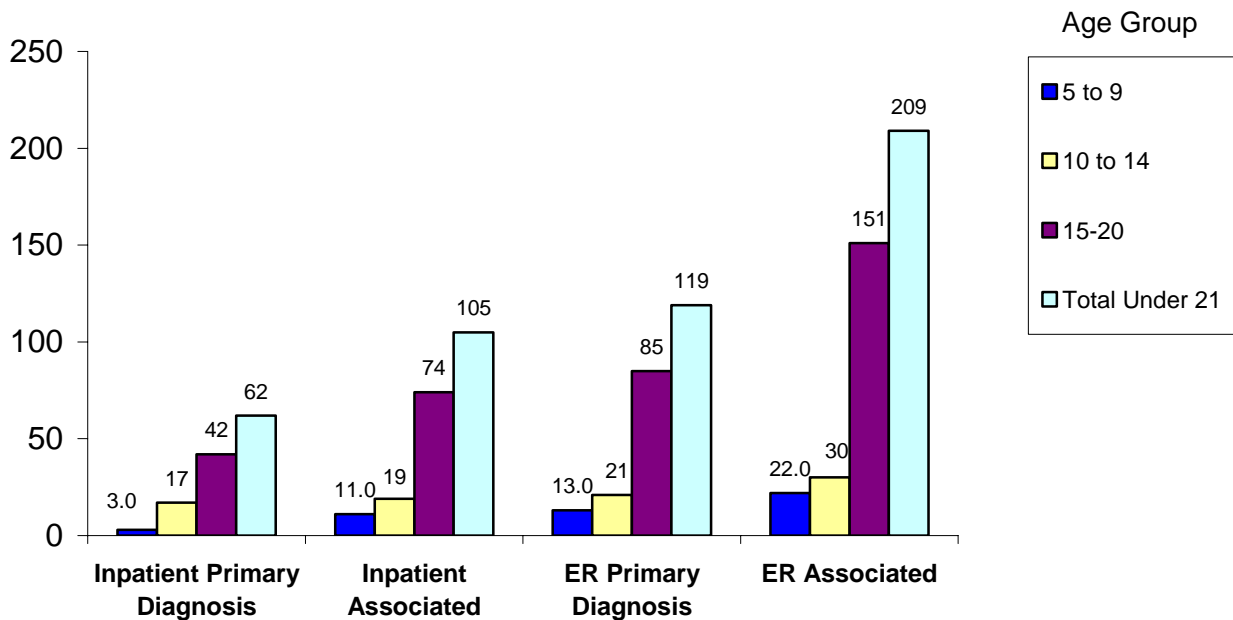


Percent of Students Reporting Alcohol or Other Drug Use in Past 30 Days, 2007



Source: California Healthy Kids Survey, 2007-2008

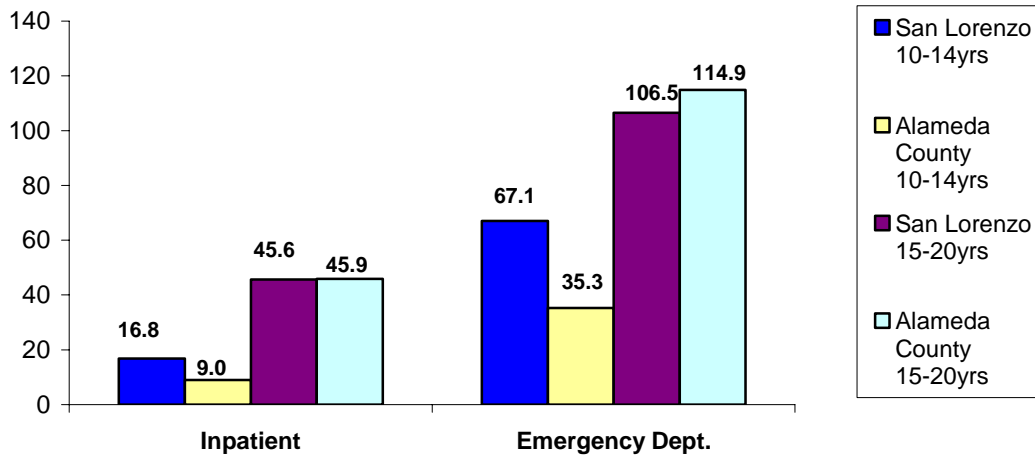
Number of Mental Health Hospitalizations by Age Group, San Lorenzo 2005-2007



Source: Alameda County Public Health Department, CAPE Unit, 2009

Self-Harm Hospitalization Rates for Residents Under 21 Years Old, 2005-2007

Rates per 100,000



Top 5 Mental Health Diagnoses, Alameda County, 2005-2007

Inpatient

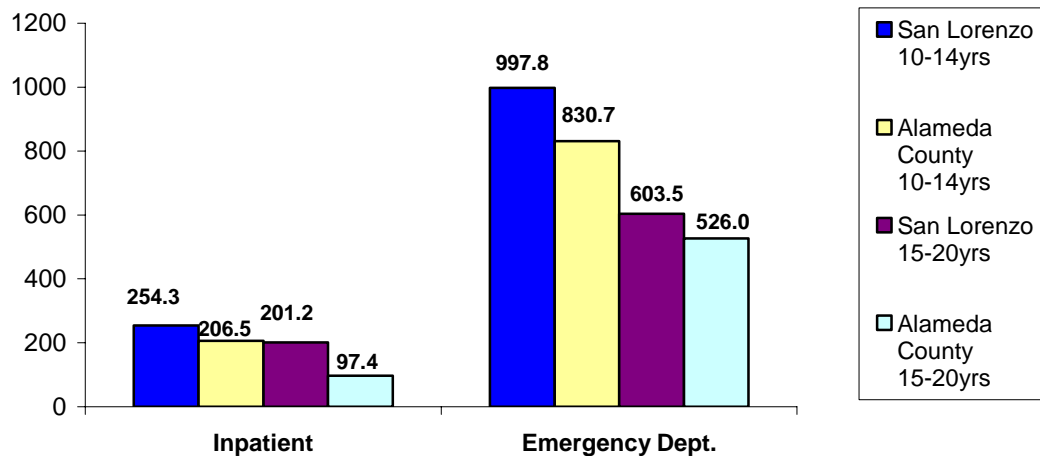
1. Depressive disorder not elsewhere classified
2. Unspecified psychosis
3. Adjustment reaction (adjustment to chronic stress, not acute)
4. Other and unspecified active psychoses
5. Major depressive disorder, recurrent

Emergency Department

1. Nondependent abuse of drugs
2. Depressive disorder not elsewhere classified
3. Unspecified neurotic disorder
4. Neurotic disorder
5. Adjustment reaction

Asthma Hospitalization Rates for Residents under Age 21, 2005-2007

Rates per 100,000



Source: Alameda County Public Health Department, CAPE Unit, 2009

Health Summary for the Unincorporated Area - Considerations for Health Center Development

Violence/safety

The area has an overall youth mortality rate that is 70% higher than countywide. 61% of youth surveyed don't feel their community is safe.

(Sources: CAPE Ashland/Cherryland Community Information Book 2001 & Youth Leadership Council Survey 2004)

Implication for Youth Center:

- ✓ Strong youth development component is needed
- ✓ Individual youth mental health services as well as family counseling either onsite or by referral

Teen Birth Rates

Ashland (56.1*) and Cherryland (62.7*) have the highest teen birth rates in the county. Compare to Oakland (46.4) Alameda County (27.4) San Lorenzo (24.3) Berkeley (6.3)

* rates are births per 1000 females 15-19 yo.

(Source: CAPE county vital stats 2003-2005, census 2000)

Implication for Youth Center:

- ✓ Strong youth development component is needed
- ✓ Accessible reproductive health services for males & females
- ✓ Kaiser priority funding area

Low Birth Weight Babies

San Lorenzo (8.9% of births) as the second highest rate in the county. Compare to Alameda County (7.1) and Oakland (7.4)

(Source: CAPE county vital stats 2003-2005, census 2000)

Implication for Youth Center:

- ✓ A good referral and follow-up system for getting care at the Community Clinic selected is needed (not appropriate for onsite care due to equipment needs and 24 hour access).

AOD prevention

High concentration of tobacco, alcohol and other drug outlets.

Implication for Youth Center:

- ✓ Strong youth development component is needed
- ✓ Individual mental health services needed
- ✓ Parenting skill building around substance use prevention messages (which research indicates can decrease use). Parenting workshops can take place in a setting like the Cal Safe classroom in the evening so that youth can preserve the "teen feel" of the Center

Mental Health Services

Research indicates that at least 1 in 10 children suffer from mental health issues, with urban, low-income children of color at greater risk.

The Youth Leadership Council in their research has highlighted the need for behavioral health services in the unincorporated areas. Although some schools have onsite services, "Youth often don't know where to go to talk about life issues."

(Sources: Youth Leadership Council and Manny John Gonzales. "Access to Mental Health Services: The Struggle of Poverty Affected Urban Youth of Color," Child and Adolescent Social Work Journal, Volume 22, Numbers 3-4, August 2005)

Implication for Youth Center:

- ✓ Deliver behavioral services onsite that are integrated with existing behavioral health services in the community and at SLzUSD.

Other high-need services:

Sports physicals

Administrative staff from Edendale Middle School expressed the need for this service.

Implication for Youth Center:

- ✓ Offer sports physicals for middle schoolers – anticipate 3rd party billing issues associated w/non-reproductive health care (i.e. CHDP, Family Pact creativity, selecting the FQHC provider as the Medi-Cal provider for the medical home)

Oral health

Implication for Youth Center:

- ✓ Offer dental screening services, provision of sealants & dental case management

V. Children, Youth and Young Adults Live and Learn in Stable, Safe and Supportive Environments

The environment in which students learn directly affects their success and achievement. Much research has gone into assessing *school climate* and the link between school climate and achievement. School climate can loosely refer to the feel, atmosphere, tone, ideology, or milieu of a school. Many factors make up school climate including (but not limited to):

- Number and quality of interactions between adults and students
- Students' and teachers' perception of their school environment, or the school's personality
- Environmental factors (such as the physical buildings and classrooms, and materials used for instruction)
- Academic performance and academic expectations
- Feelings of safeness and school size
- Feelings of trust and respect for students and teachers¹

A positive school climate can yield positive educational and psychological outcomes for students and school personnel; and similarly, a negative climate can prevent optimal learning and development. Examining these and other influences on school climate will give the FSHI a picture of the selected schools and areas that can be influenced to improve school climate.

Indicators in this Section:

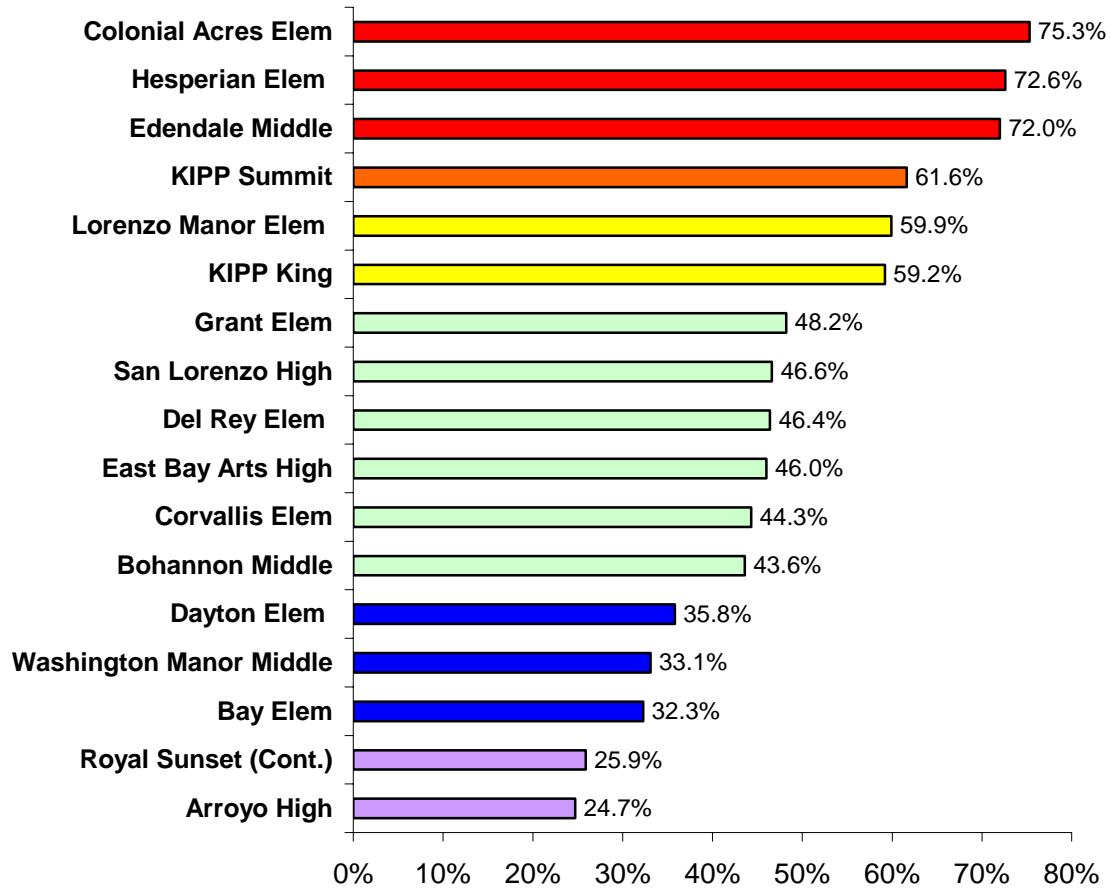
- **Percent of Students on Free/Reduced Lunch**- Percent of students ages 5 to 17 at the school registered for Free/Reduced lunch. Eligible students have household incomes below 185% FPL (For the period July 1, 2008, through June 30, 2009, 130 percent of the poverty level is \$27,560 for a family of four; 185 percent is \$39,220.) The FRL is a proxy for children at or near the poverty level and can be considered one of the best available current indicators of children in poverty or among working poor families. The implications for children growing up in poverty are profound: children living in poverty are at greater risk for poor health, lower educational achievement, increased criminal activity, use of alcohol and other drugs, and are more likely to grow up in unsafe communities. Many limit the reliability of this indicator for use on grades K-6, as opposed to all students in grades K-12, because there is a tendency among students at the junior and senior high school levels not to apply for a free or reduced-price school lunch. This tendency may or may not be equal across schools and districts.
- **Students Offered Drugs on School Campus**- Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Students responded to the question: "*During the past **12 months**, how many times on school property have you ... been offered, sold, or given an illegal drug?*"
- **Students with Caring Adult Relationships**- Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Students responded to the questions: "*At my school, there is a teacher or some other adult ... who really cares about me.*" And "*Outside of my home and school, there is an adult ... who really cares about me.*"

¹ Megan L. Marshall. Examining School Climate: Defining Factors and Educational Influences. Georgia State University Center for Research on School Safety, School Climate and Classroom Management. Available at <http://education.gsu.edu/schoolsafety/2877.html>

- **Students Perceived Safety at School** -Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Students responded to the question: “How safe do you feel when you are at school?”
- **Verbal Harassment** - Results shown are from the California Healthy Kids Survey administered in the 2007-2008 school year. Students responded to the question: “During the past 12 months, how many times on school property have you...Had mean rumors/lies spread about you? Had sexual jokes/comments/gestures made to you? Been made fun of because of your looks/way talk?”

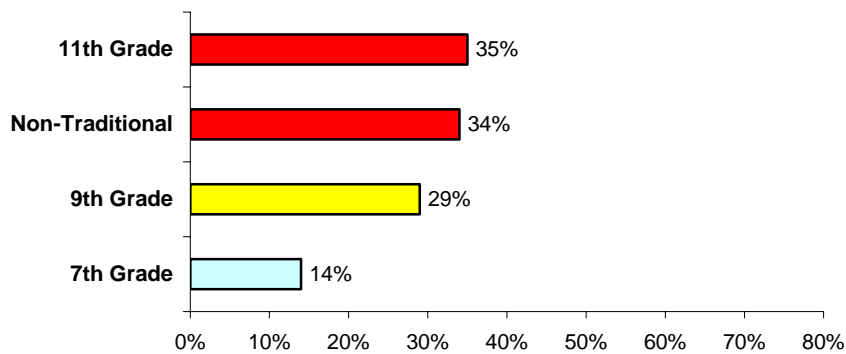
San Lorenzo Highlights:

Tri-Valley High Schools Percent of Students on Free and Reduced Lunch, 2007-2008



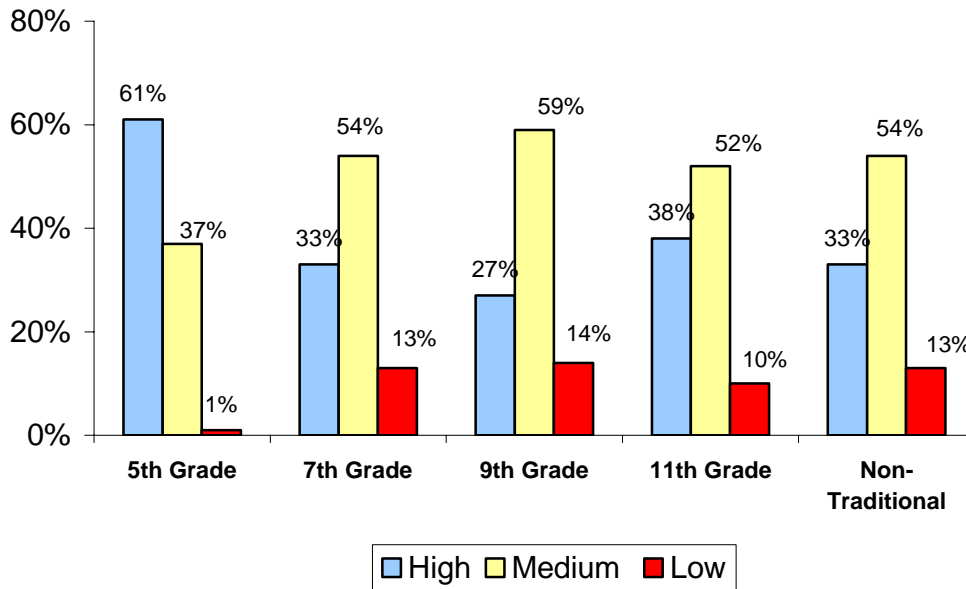
Source: California Department of Education. Education Data Partnership. Available at <http://www.ed-data.k12.ca.us>

Percent of Secondary Students Offered Drugs on the School Campus, 2007



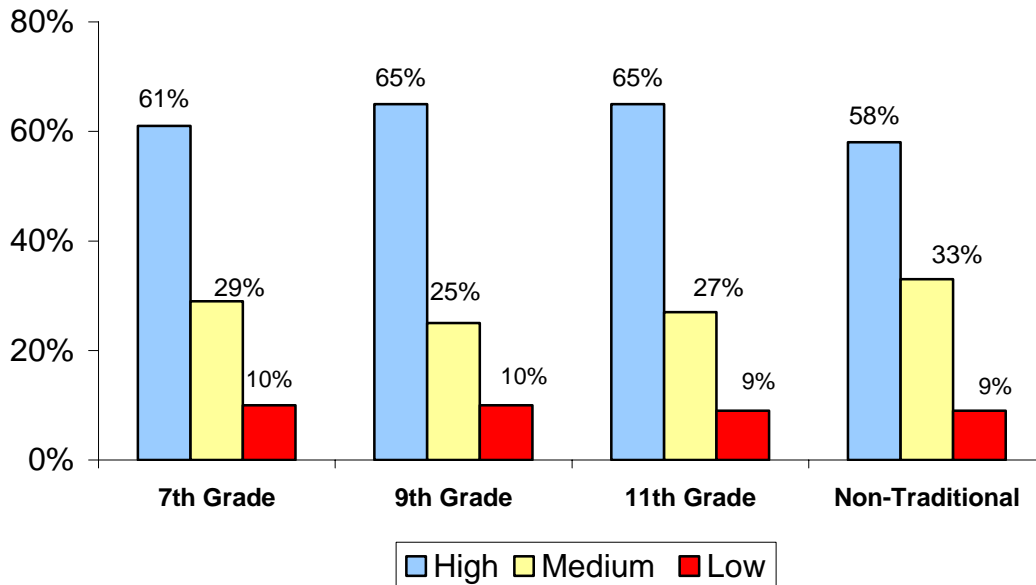
Source: California Healthy Kids Survey, 2007

San Lorenzo Students with Caring Adult Relationships in School, 2007



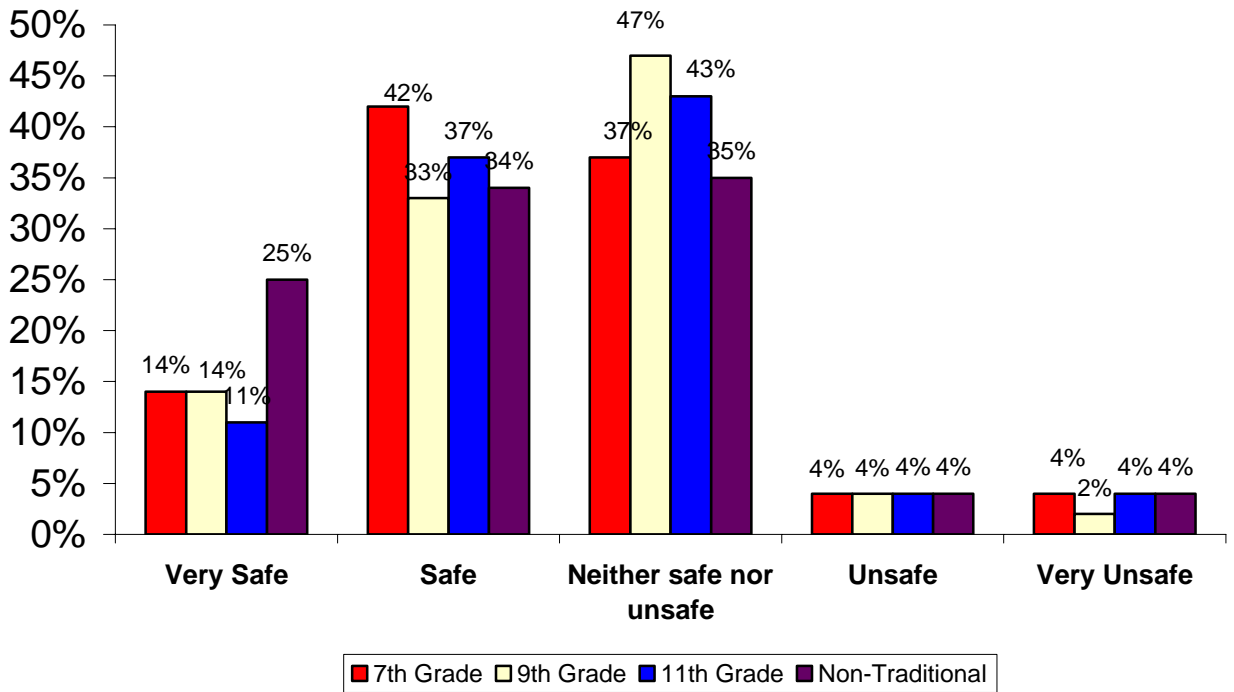
Source: California Healthy Kids Survey, Fall 2007

San Lorenzo Secondary Students with Caring Adult Relationships in the Community, 2007



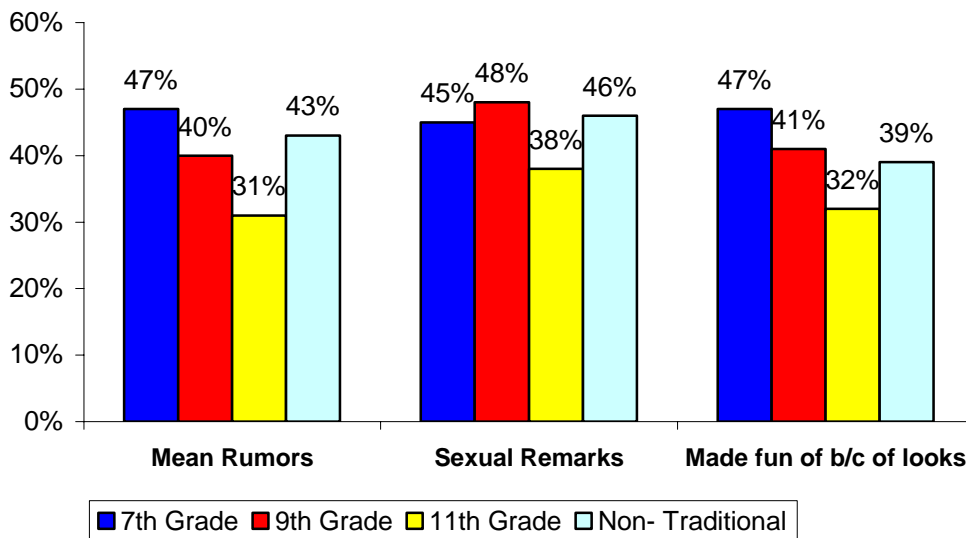
Source: California Healthy Kids Survey, Fall 2007

Secondary Students Perceived Safety, 2007
 "How safe do you feel when you are at school?"



Source: California Healthy Kids Survey, Fall 2007

Verbal Harassment among Secondary School Students in San Lorenzo School District, 2007
 "During the past 12 months, how many times on school property have you...?"



Source: California Healthy Kids Survey, Fall 2007

VI. Communities Are Desirable Places to Live

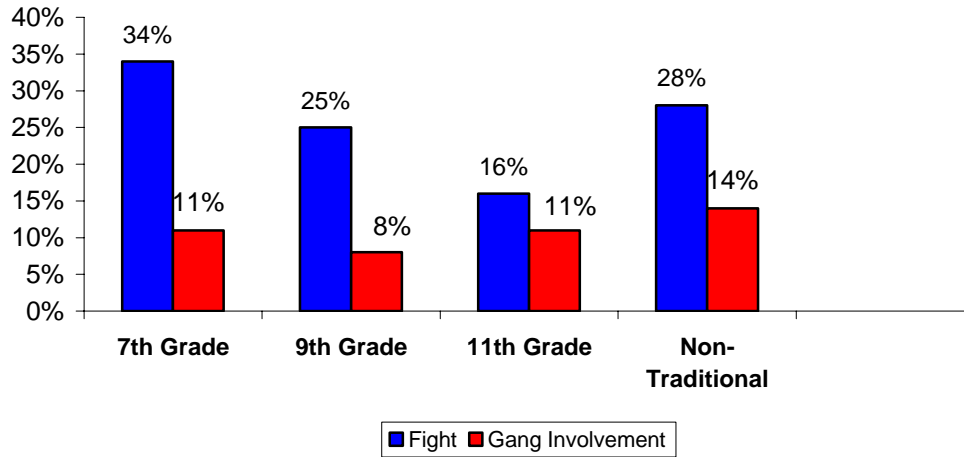
Data this section looks at the communities in which schools are placed and students live. Students do best when the community is engaged in the school and promotes a school climate that is safe, supportive, and respectful and that connects students to a broader learning community.

Indicators in this Section:

- **Physical Fighting and Gang Involvement-** As reported in the California Healthy Kids Survey. Students Responded to the questions: “*During the past **12 months**, how many times on school property have you ... been in a physical fight?*” and “Do you consider yourself a member of a gang?”
- **MediCal Recipients** – Number of MediCal Recipients by age group and zip code in Fremont. Source: Alameda County Department of Social Services
- **Youth Reported Occurrences of Violence-** Data is from the Violence Prevention Survey conducted by the Ashland Youth Leadership Council. A total of 197 youth were surveyed from San Lorenzo Unified Schools. Youth were asked: “*Does violence happen in your neighborhood/community?*” and “*What kind of violence do you see most often in your community?*”
- **Social Cohesion-** Data is from the San Lorenzo Resilience Survey, a survey conducted with a fairly representative sample of 300 San Lorenzo adult residents as part of the San Lorenzo Initiative. Survey findings underscore need for more/better youth engagement, positive youth activities, and early childhood services (preschool, childcare) in San Lorenzo. Residents were asked the degree to which they agree or disagree with a number of statements relating to social cohesion
- **Availability of Services-** Data is from the San Lorenzo Resilience Survey, a survey conducted with a fairly representative sample of 300 San Lorenzo adult residents as part of the San Lorenzo Initiative. Survey findings underscore need for more/better youth engagement, positive youth activities, and early childhood services (preschool, childcare) in San Lorenzo. Residents were asked the degree to which they were satisfied with a variety of community services.

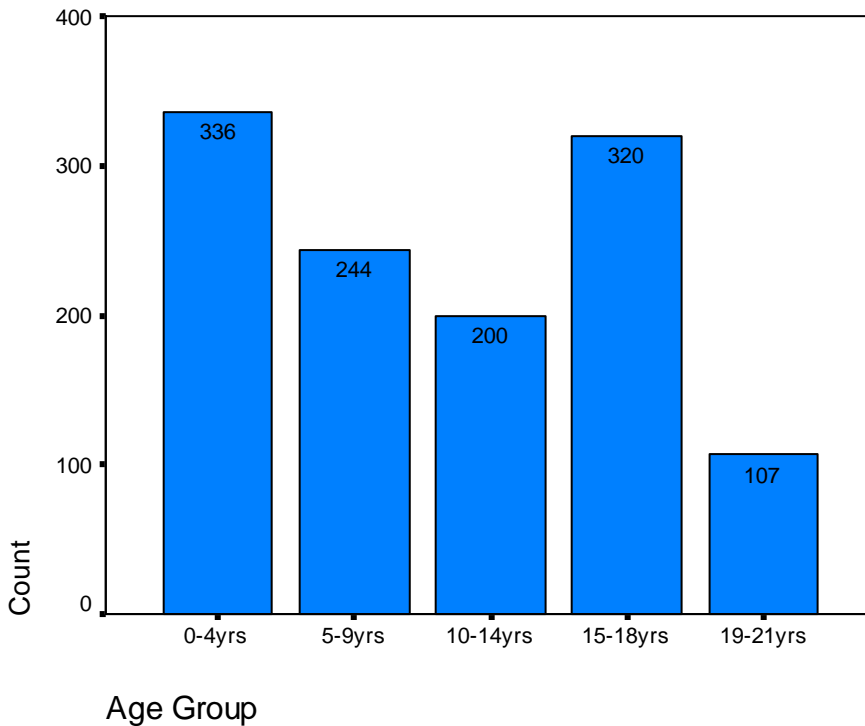
San Lorenzo Highlights:

Percent of Students in a Physical Fight and Current Gang Involvement, 2007



Source: California Healthy Kids Survey, Fall 2007

San Lorenzo MediCal Recipients by Age Group, 2007



Percent of Population on MediCal

Ages 0-4 = **23.7%**
 Ages 5-14 = **15.4%**

Source: Alameda County Public Health Department, CAPE Unit, 2009

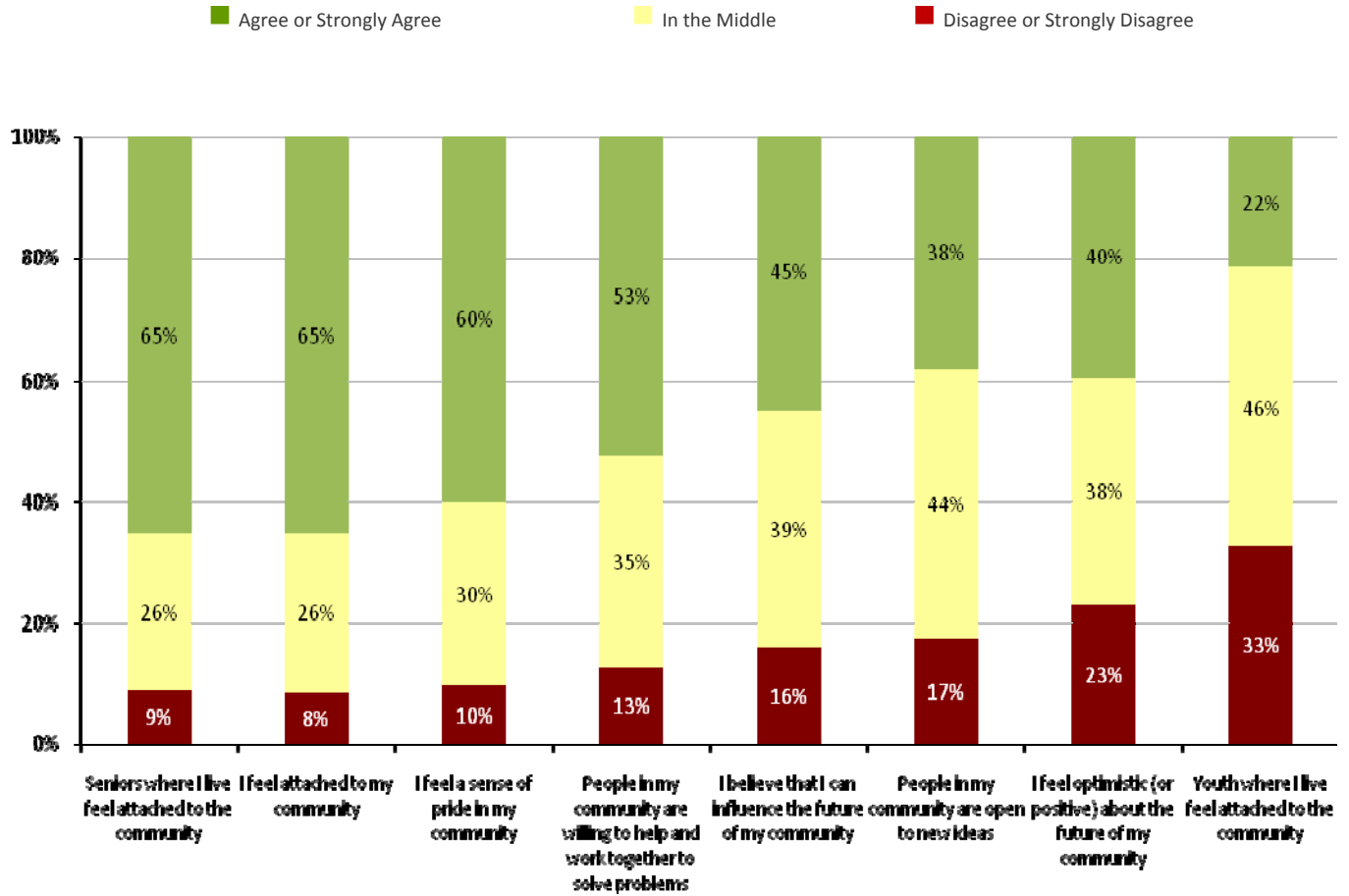
Violence Prevention Survey by Ashland Youth Leadership Council
Does violence happen in your neighborhood/community?

Yes	60.82%
No	39.18%

What kind of violence do you see most often in your community?

Answer Options	Response Percent
Fighting	66.86%
Vandalism	43.79%
Robberies	33.73%
Gang Violence	28.99%
Domestic Violence (In the home)	15.98%
Shootings	26.63%
Rape	3.55%
Other	7.69%

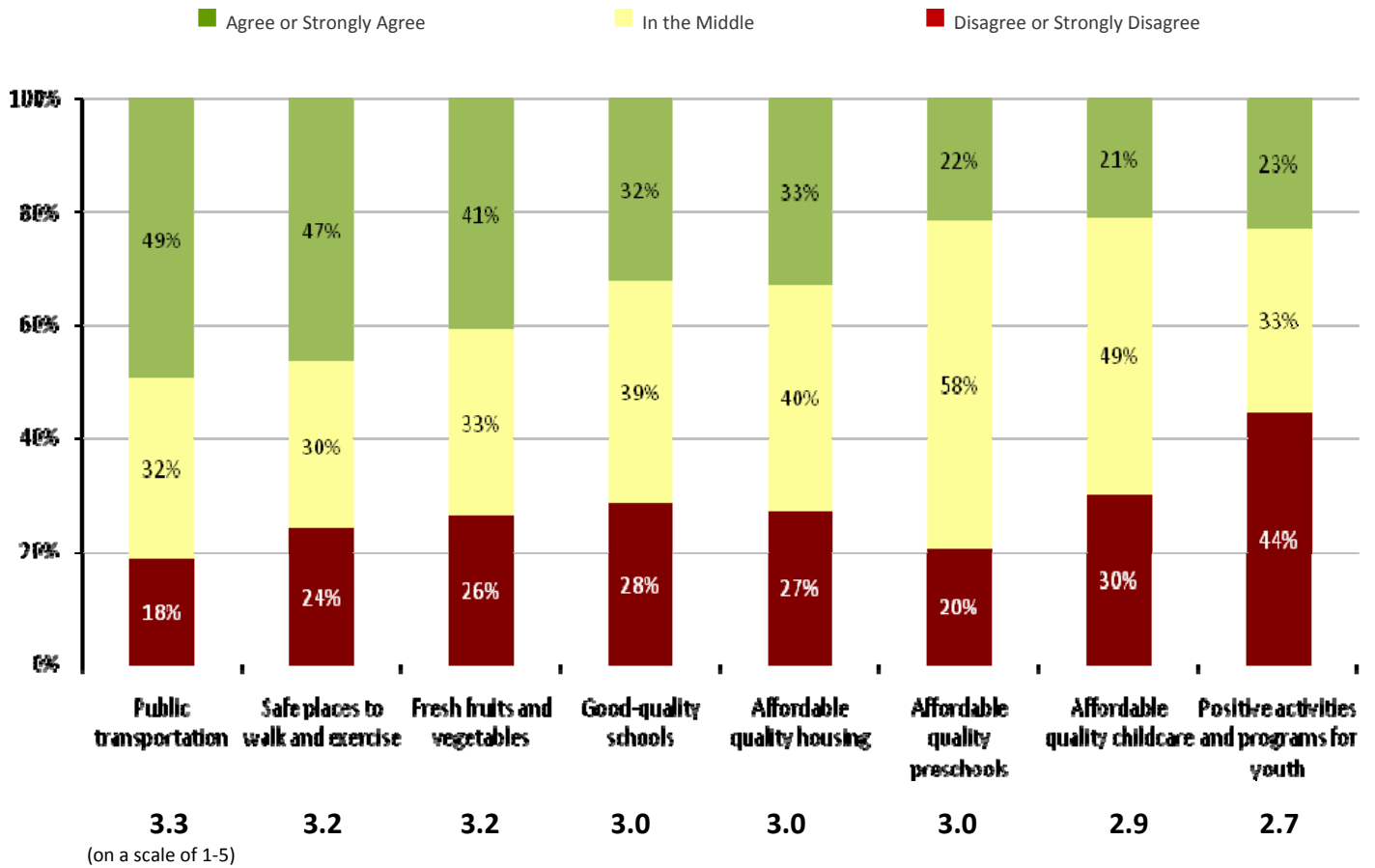
San Lorenzo Community Resilience Survey: Ratings of Social Cohesion, 2009



Source: Alameda County Public Health Department, Cape Unit: San Lorenzo Initiative Briefing Paper, January 2009

San Lorenzo Community Resilience Survey: Satisfaction with Access to Resources in the Community, 2009

“Please indicate how unsatisfied or satisfied you are with being able to get the following resources in your community”



Source: Alameda County Public Health Department, Cape Unit: San Lorenzo Initiative Briefing Paper, January 2009

VII. Limitations and Further Exploration

Some of the limitations of this report include limited data sources, unrepresentative samples, and lack of qualitative information

Limited Data Sources:

The data in this report reflect available information in the San Lorenzo area and for the San Lorenzo Unified School District. It should not be considered exhaustive, nor should indicators be interpreted to measure every facet of a wellness goal. For example: The goal of “**Children, Youth and Young Adults are Motivated and Engaged in School and in the Community**” may have many other indicators aside from *Truancy Rates, Suspension Rates, and Feeling of connectedness to school*. These represent indicators that have been successfully shown to measure engagement levels and were readily available in this region. There are other measures that can be used to signal engagement levels such as attendance rates, homework completion rates, and after school program attendance that were not available. Collecting data on other indicators in the future to give a broader picture of wellness goals is a possibility.

Unrepresentative Samples:

Data coming from the California Healthy Kids Survey should be used with caution. The survey is administered at different schools at different times. For example, some schools may use a class period, others may use students attending after school programs; a uniform and comprehensive administration of the survey has not been completed. This means there may be a selection bias in those completing the survey, and therefore results may not be generalizable to the entire student population. Although CHKS represents a wealth of data, results should be interpreted with consideration to threats to validity.

Further Exploration:

One wellness goal from the *Community Schools* model that was not explored was the area of family engagement. Measures of parent and family engagement were not readily available, but should be considered in the future. Examples of indicators in this area include: parent-teacher conference attendance, back to school night attendance, and PTA participation.

As mentioned above further exploration could also be done by completing collecting new data on indicators not in this report and establishing uniform and comprehensive administration of the California Healthy Kids Survey.

Recommendations for provision of services

There is no model in California for a school-linked health center that serves both middle school and high school students with a setup like the Ashland Youth Center. Serving both of these populations brings up numerous areas to consider:

- A lot of the medical services for middle school youth involve parents coming for appointments, unlike for high school students. How will we preserve the sense of privacy and confidentiality that is crucial to providing accessible adolescent health services under these circumstances?

- The age of the middle school population will be 10-14, whereas the rest of the youth center is intended for 13-24 year olds. How do we insure that middle school youth feel comfortable and safe?
- The middle school administrators have expressed concern over safety of students leaving a closed campus.

Recommendations:

1. The health center should be set up to serve middle school students and possibly high school students seeking non-sensitive services during the day and teens (12 and over) after school (without parents around).
2. In order for this to work, there needs to be a navigation/referral system with a point person at each of the school sites (especially at the middle school). The process will have to outline a clear release and referral system for services provided during the school day.
3. A planning phase in the RFI would address building this navigation system. The site will not be ready to deliver health services until contract year 2011-2012. Until then, the selected provider will need to:
 - Establish the infrastructure and organizational capacity to deliver services
 - Build relationships with San Lorenzo Unified School District in order to implement an effective navigational system for school-linked services
 - Build relationships with the other youth service providers in the Youth Center, school district and community in order to create an integrated health service delivery system
 - Outreach to parents in the community to insure buy-in and family engagement.