COUNTY OF ALAMEDA

REQUEST FOR INFORMATION No. 902221

**for**

AB 109 Evaluation Services

**Any Request for Proposal (RFP) issued as a result of this Request for Information (RFI) will be posted on** [**Alameda County Current Contracting Opportunities**](https://gsa.acgov.org/do-business-with-us/contracting-opportunities/) [<https://gsa.acgov.org/do-business-with-us/contracting-opportunities/>]**. Please immediately update the County Contact noted below of any e-mail address changes. To vendors registered or certified in the Small Local Emerging Business vendor database: Please maintain correct and accurate e-mail address information to ensure receipt of future RFIs.**

**Contact Person: Gina Temporal, Contracts Administrative Manager**

**Phone Number: (510) 599-3638**

**E-mail Address: gitemporal@acgov.org**

**RFI RESPONSE DUE**

by

**2:00 p.m.**

on

**February 13, 2023**

Alameda County is committed to reducing environmental impacts across our entire supply chain.

If printing this document, please print only what you need, print double-sided, and use recycled-content paper.

1. **INTENT**

The Alameda County Probation Department issues this Request for Information (RFI) for the purpose of identifying vendors who have the capacity and experience to provide AB 109 Evaluation Services of Government Partners and CBO Providers, and to gather information for the development of an RFP.

The County intends to release a Request for Proposal (RFP) and award a three-year contract (with option to renew) to the bidder(s) selected as the most responsible bidder(s) whose response conforms to the RFP and meets the County’s requirements.

The County of Alameda does not guarantee that a subsequent RFP will be issued. Should an RFP be issued, the terms and conditions described in this RFI are not guaranteed to remain exactly the same.

1. **BACKGROUND**

The Community Corrections Partnership (CCP) was established by Senate Bill 678 (SB 678), the California Community Corrections Incentive Act of 2009, SB 678 had two goals: to alleviate state prison overcrowding and save the State General Fund monies without compromising public safety. SB 678 empowered county probation departments to use evidence-based supervision practices to accomplish these goals.

CA State Assembly Bill 109 (AB 109), the California Public Safety Realignment Act of 2011\*, commonly referred to as Realignment, expanded the role of the CCP through the establishment of an Executive Committee. The Community Corrections Partnership Executive Committee (CCPEC) membership is as follows: Chief Probation Officer & CCP Chair, Chief of Police, District Attorney, Health Care Services Agency Director, Public Defender, Presiding Judge of Alameda County Superior Court and the Sheriff. The Alameda County CCPEC has oversight of the implementation of Alameda County's Realignment plan, including the submission of funding and budgetary recommendations to the Alameda County Board of Supervisors. Since 2014 Alameda County has allocated 50% of the County's Realignment funding to community-based organizations (CBOs) - a greater percentage than any other California county. Alameda County has a strong network of CBOs that are focused on providing culturally competent services aligned with best practices at each stage of the justice process. The CCPEC draws on these organizations to support the County’s Realigned population. The collaborative of CBOs provide peer mentorship, housing, cognitive behavioral health, employment and education services, among other services.

**Population Statement of the CCP**

All people who have had contact with the criminal justice system living in Alameda County will live a healthy, safe, and productive life with positive support systems.

**System Statement of the CCP**

Through policies and practices, the reentry system will build healthy, safe communities and strengthen families by implementing a seamless system of services and supports through effective communication and coordination of public and private resources that reduce recidivism.

**Guiding Principles of the CCP**

1. Ensure culturally appropriate strategies, including a trauma or healing informed approach, that are responsive to the individual needs of the populations they serve.
2. Encourage systems change and improved coordination, communication, and collaboration for systems integration, in order to provide better services to individuals and/or reduce recidivism, which is critical to the sustained success of the reentry population.
3. Serve populations at highest risk for recidivism through high quality assessment tools, the use of evidence-based approaches, and individualized case plans.
4. Assure services and treatment are based on a continuum of care from adjudication to conclusion of correctional or case management.
5. Include and consider the reentry population, community and victims in service delivery planning and quality assurance – “Nothing About Us, Without Us”.
6. Assure services and treatments are provided for individuals as seamlessly as possible between institutions, and from incarceration to the community, through effective criminal justice management.

In March 2021, at the direction of the Joint Legislative Audit Committee - the California State Auditor conducted an audit of public safety realignment spending in Alameda County (<https://www.auditor.ca.gov/reports/2020-102/introduction.html>). The Auditor recommended that the County should evaluate the effectiveness of AB-109 funded programs and services every three years, to assess the level of effectiveness and return on investment of programs aimed at impacting recidivism and other costs.

For more information on the Year 10: Fiscal Year 2021-2022 - Alameda County Community Corrections Partnership Annual Plan: <https://www.bscc.ca.gov/wp-content/uploads/Alameda-CCP-Plan-Update-FY-2021-22.pdf>

1. **SCOPE**

The scope of this evaluation plan will include all programs and services funded through AB 109 that provide direct services to the “realigned population” of justice-involved clients in Alameda County, including those administered by government agencies and Community Based Organizations (CBOs). Robust quantitative and qualitative data collection and analyses will be conducted for each program category and government agency to establish a baseline for ongoing program evaluation and monitoring. The evaluation will address the quantity of services provided, the quality of services, their fidelity to the program model and evidence-based practices, and their impact on the target population’s short and long-term outcomes. In addition, the evaluation will be tailored to address culturally specific issues of race, ethnicity, sexual orientation, gender identity and other social inequalities.

Each year the evaluation will cover two areas of services delivered by CBOs and one to two Alameda County government agencies that serve the realigned client population. CBO-delivered service areas include employment, housing, career-technical education, adult education, peer mentoring, transportation for reentry services, 211, the Center of Reentry Excellence (CORE), higher education, and sex offender treatment. Alameda County government agencies include the Probation Department, Sherriff’s Office, Public Defender, District Attorney, Community Development Agency, and Behavioral Health.

The Awarded Vendor(s) will work in partnership with the Alameda County Probation Department to create an evaluation plan framework. Within this framework, the Award Vendor(s) will perform the following:

1. Develop evaluation tools and instruments that will be used to collect quantitative and qualitative data. Assist in the development of a suite of evaluation tools that will track service delivery and yield outcome/impact data.
2. Collect applicable quantitative and qualitative data.
3. Assess and refine existing data collection methods for tracking outcomes across funded programs.
4. Analyze data across multiple data streams.
5. Maintain an understanding and awareness of evaluation and data trends.
6. Attend meetings as requested by the Alameda County Probation Department.
7. Prepare and submit reports as identified by the Alameda County Probation Department.
8. Present findings to the CCP, CCPEC and community stakeholders.
9. **VENDOR QUALIFICATION CRITERIA**

Vendor minimum qualification criteria include, but are not limited, to the following:

* + - 1. Bidder shall be regularly and continuously engaged in the business of providing evaluation services with emphasis in criminal justice for at least two (2) years;
			2. Bidder shall possess all permits, licenses and professional credentials necessary to supply product and perform services as specified under any subsequent RFP/Q.
1. **COUNTY PROVISIONS**
	* 1. Small and Emerging Locally Owned Business: 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, **Bidders must meet the County’s Small and Emerging Locally Owned Business requirements in order to be considered for the contract award.** These requirements can be found online at:

* [**Alameda County SLEB Program Overview**](http://acgov.org/auditor/sleb/overview.htm) [<http://acgov.org/auditor/sleb/overview.htm>]; and
* [**Alameda County SLEB Program Additional Information**](https://gsa.acgov.org/do-business-with-us/vendor-support/small-local-and-emerging-businesses/) [<https://gsa.acgov.org/do-business-with-us/vendor-support/small-local-and-emerging-businesses/>]

For purposes of this bid, applicable industries include, but are not limited to, the following NAICS Code(s): 611710 and 541720.

A small business is defined by the [United States Small Business Administration](http://www.sba.gov/) (SBA) as having no more than the number of employees or average annual gross receipts over the last three years required per SBA standards based on the small business's appropriate NAICS code.

An emerging business is defined by the County as having either annual gross receipts of less than one-half that of a small business OR having less than one-half the number of employees AND that has been in business less than five years.

1. **COUNTY CONTACTS**

Questions regarding this RFI must be submitted in writing to:

Gina Temporal, Contracts Administrative Manager

Alameda County Probation Department

1111 Jackson Street, 7th Floor

Oakland, CA 94607

Phone: (510) 599-3638

E-mail: gitemporal@acgov.org

1. **ESTIMATED CALENDAR OF EVENTS:**

|  |  |
| --- | --- |
| Event | **Date** |
| Request for Interest (RFI) Issued | January 20, 2023 |
| **Pre-Proposal Meeting**  | **January 31, 2023 @ 2:30 p.m.****Alameda County Probation Department via Microsoft Teams**[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3Ameeting_NzQ1MTM3YTItMjg4Mi00ZDE2LThhNDgtZTExZmI5MWU0MWQ5%40thread.v2/0?context=%7b%22Tid%22%3a%2232fdff2c-f86e-4ba3-a47d-6a44a7f45a64%22%2c%22Oid%22%3a%22dd047539-5dae-44d1-8971-9e99d0fe5e39%22%7d) **from your computer or mobile app,** **Or call in (audio only)** +1 415-915-3950,,824266565#   United States, San Francisco Phone Conference ID: 824 266 565# |
| **RFI Response Due** | **February 13, 2023 @ 2:00 p.m.** |
| Request for Proposal (RFP) Issued | April 3, 2023 |
| RFP Response Due | May 8, 2023 |
| Board Award Date | August 1, 2023 |
| Contract Start Date | September 1, 2023 |

**Note:** **Dates indicated are approximate.**

1. **GENERAL INFORMATION**
2. Please note that responding to this RFI is not a prerequisite for responding to any future solicitations related to this project and a response to this RFI will not create any contract rights.
3. The information gathered during this RFI is part of an ongoing procurement.  In order to prevent an unfair advantage among potential respondents, the RFI responses will not be available until after the completion of evaluation of any responses, proposals, or bids resulting from a Request for Proposal or other procurement method.  In the event that the County chooses not to go further in the procurement process and responses are never evaluated, the responses to the procurement including the responses to the RFI, will be considered confidential by the County.
4. **REQUEST FOR INTEREST RESPONSE FORMAT**

Alameda County Probation Department intends to issue an RFP in order to establish a contract for the above-referenced service in the near future.

1. Vendors that meet the Qualification Criteria and are interested in responding to the RFI and/or being included on the vendor list to receive any subsequent bid documents (if issued), should send an **e-mail** to Gina Temporal: gitemporal@acgov.orgby **2:00 p.m. on, February 13, 2023**.

The subject of the e-mail must read:

* ***RFI RESPONSE to AB 109 EVALUATION SERVICES***

The e-mail must contain the following attachments:

* Bidder Information & Questionnaire
1. In addition, the County encourages any **new vendors that are local to Alameda County** to register and be added to the County SLEB database. More information on how to register can be found on the County’s website at: <http://acgov.org/auditor/sleb/newvendor.htm>.
2. Both local and non-local can subscribe to any or all Contracting Opportunities Categories and/or [Upcoming Events](https://gsa.acgov.org/do-business-with-us/upcoming-contracting-events/) for automatic updates. Subscribers will receive an e-mail announcing when the latest information has been updated on our website. More information on how to  [Subscribe](https://gsa.acgov.org/do-business-with-us/egov-subscriptions/) [<https://gsa.acgov.org/do-business-with-us/egov-subscriptions/>].

#### BIDDER INFORMATION & QUESTIONNAIRE

|  |  |
| --- | --- |
| Official Name of Bidder: |  |
| Street Address Line 1: |  |
| Street Address Line 2: |  |
| City: |  | State: |  | Zip Code: |  |
| Webpage: |  |

**Type of Entity / Organizational Structure (check one):**

 [ ]  Corporation [ ]  Joint Venture [ ]  Partnership

 [ ]  Limited Liability Partnership [ ]  Limited Liability Corporation [ ]  Sole Proprietor

 [ ]  Non-Profit / Church [ ]  Other:

|  |  |
| --- | --- |
| Jurisdiction of Organizational Structure: |  |
| Date of Organizational Structure:  |  |
| Federal Tax Identification Number: |  |
| Alameda County Supplier Identification Number (if applicable):  |  |
| DIR Contractor Registration Number (if applicable): |  |

**Primary Contact Information**

|  |  |
| --- | --- |
| Name / Title: |  |
| Telephone Number: |  | Alternate Number: |  |
| Email Address: |  |
| **SIGNATURE:**  |  |

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| --- | --- |
|  | Briefly describe your experience providing evaluation services for this type of project:  |
|  |
|  | Timeline recommendations for this type of project:  |
|  |
|  | Describe what pricing units you typically utilize for similar projects (e.g., per hour, each, etc.):  |
|  |
|  | Describe the typical price range for similar services:  |
|  |
|  | Describe your project approach and/or methodologies:  |
|  |
|  | Describe the data sources you would utilize for this type of project:  |
|  |
|  | Describe any challenges associated with this type of project:  |
|  |
|  | Describe the number of personnel including their roles that would be assigned to this type of project:  |
|  |