



Item:

Recommendation for Award – RFP 2023-02 Youth Mentoring

Requested Action:

The Board is asked to:

Approve the recommendation to award the contract for RFP 2023-02, Youth Mentoring in the amount of \$500,000; and

- 1) Authorize the Executive Director to negotiate and execute agreements with Big Brothers Big Sisters, Education Foundation, Community Impact Corporation, I am Stem, Made for More, and Motiv8u.
- 2) CTAC staff will within reason use the remaining dollars to consider if an additional program can be funded.

Background:

In making this recommendation, the process described below was used in accordance with Board Policy 6.50 C – Competitive Sealed Proposals.

Description of Process

- 1) The RFP was reviewed and approved for release by the Board on July 10, 2023 through Resolution 2023-10.
- 2) A notice of Request for Proposals was advertised in The Gainesville Sun (***See Public Notice***).
- 3) The RFP, which can be found below contains the provisions approved by the Board. [2023-02 Youth Mentoring Program Request for Proposal \(RFP\) | Children's Trust of Alachua County, Florida \(childrenstrustofalachuacounty.us\)](https://www.childrenstrustofalachuacounty.us/2023-02-Youth-Mentoring-Program-Request-for-Proposal-RFP). **Pages 5-18 are attached.**
 - a) The minimum qualifications to bid on page 6 of the RFP.
 - b) The RFP Scope of Services on page 6-12.
 - c) The evaluation criteria are defined on pages 12 and 13 of the RFP.
- 4) During the 35-day proposal preparation period questions were submitted concerning the project. Responses to these questions were approved by CTAC and posted on the agency website in the form of addenda. The following addenda were reviewed and approved by CTAC staff and posted on the following dates:

a) Addendum No. 01 – Friday, July 28, 2023

b) Addendum No. 02 – Tuesday, August 8, 2023

- 5) As of August 17, 2023, 3:00 PM, 19 responses were submitted. (*See “Bid Opening”*).
- 6) Three proposals were found to be non-responsive or late for this RFP.
 1. Project Manhood-Late
 2. Leap Girl-Late
 3. Star Center-Late
- 7) An evaluation scoring sheet was developed, utilizing the criteria specified in the RFP. The process utilized to evaluate and score the proposals is as follows:
 - a) The evaluation scoring sheets were filled out independently by the Review Team, composed of Hugh Wing (Community Development Specialist), Ian Fletcher (CO VP of Education and Talent), Dr. Dre Graham (Director of Educational Equity and Outreach), and James Kamoku (Assistant Middle School Principal).
 - b) All proposals were examined for proper form by the Director of Programs.
 - c) Interviews/site visits were not conducted.
 - d) A public meeting to discuss the scoring was held on August 28, 2023. As a result of that meeting, a consensus score was developed.
 - e) The results of the evaluation team were presented in written form to the Executive Director.
- 8) Attached are the scores for each accepted applicants resulting from the evaluation.

Award Recommendation

Taking into consideration the review process described below, Board Policy 6.50, C,9 tasks the Executive Director with making a recommendation. The Executive Director recommends the selection of Big Brothers Big Sisters, Education Foundation, Community Impact Corporation, I am Stem, Made for More, and Motiv8u *for* \$500,000 to provide the required services as specified below:

“The prospective contractor will provide access to youth mentoring programs with character-building activities that creates supportive long-term relationships with caring adults and positively impacts youth living in Alachua County. The contractor will focus on supporting pressing community needs, that provide services leveraging best practices, or evidence-based frameworks, that are collaborative and integrated mentoring support programs with outcomes to reduce juvenile delinquency, truancy, substance abuse, victimization, and other high-risk behaviors.”

This recommendation was based on the scoring per the evaluation criteria.

The selection of the Contractor shall be announced as provided in the RFP and all other proposers shall be officially notified once the Board approves the award recommendation. (Copy of the draft intent to award notification is enclosed.)

Attachments:

Public Notice
RFP Pages 5-18
Addendum No. 1
Addendum No. 2
Bid Opening
Scoring Summary

Programmatic Impact:

Goal 3- All children and youth live in a safe community.

Fiscal Impact:

\$500,000

Recommendation:

Staff recommends approval.