

Request For Proposals (RFP)

POSTED DATE: November 5, 2021

DEADLINE: November 16, 2021, 1:00 pm



Grant Data Analysis, Evaluation, & Reporting (DOJ - Improving Reentry for Adults with Substance Use Disorders)

Project Introduction

Barton County is seeking grant data analysis, evaluation, and reporting services for our Improving Reentry for Adults with Substance Use Disorders Program grant award from the Office of Justice Program (OJP), US Department of Justice. It is anticipated that the firm will provide contractual services throughout the project period of 10/01/2021 – 09/30/2023.

The County pursues a contractual agreement for grant data analysis, evaluation, and reporting to address the substance use treatment needs of offenders in order to reduce recidivism, promote recovery, and in the process, to improve public safety and public health in accordance with the requirements of 34 U.S.C. § 10591 and 34 U.S.C. § 60521 and the regulations and guidelines promulgated thereunder and by DOJ, as well as other applicable law.

Responsibilities

The successful Contractor shall carry out grant monitoring, evaluation, and reporting activities, including any performance measurement system required by applicable law, regulation, funding sources guidelines or by the terms and conditions of the applicable Notice of Prime Award 2020-RW-BX-0013 and the Notice Of Funding Opportunity BJA-2020-17106, and the Contractor agrees to ensure, to the greatest extent possible, the cooperation of its agents, employees and board members in such monitoring and evaluation efforts.

Responsibilities include but are not limited to:

The Contractor shall permit Barton County to carry out monitoring and evaluation activities, including any performance measurement system required by applicable law, regulation, funding sources guidelines or by the terms and conditions of the applicable Notice of Prime Award 2020-RW-BX-0013 and the Notice Of Funding Opportunity BJA-2020-17106, and the Contractor agrees to ensure, to the greatest extent possible, the cooperation of its agents, employees and board members in such monitoring and evaluation efforts.

The Contractor shall cooperate fully with any reviews or audits of the activities by authorized representatives of Barton County, DOJ, the U.S. Government Accountability Office, or the Comptroller General of the United States and Subrecipient agrees to ensure to the extent possible the cooperation of its agents, employees and board members in any such reviews and audits.

The Contractor shall participate in data collection processes measuring program outputs and outcomes as authorized by Barton County and DOJ. They shall analyze Inmate Survey data provided by Barton County and provide annual data reports by August 1 through the Term of this Agreement. They shall analyze data collected upon entry into the program and pre-discharge to describe and analyze demographics and program

effectiveness and analyze data regarding the treatment support and the effectiveness of the program participants and provide standardized reporting on a semiannual basis, submitting findings the following quarter.

Bidding Requirements

Please provide the following:

- Name, address, phone number, and email of the firm office which would be providing the service to Barton County as well as the location of the firm's home office if other than the above
- Former names (if any)
- Insurance coverage
- Annual cost of services
- Ability of staff and technology to successfully and securely deliver services
- Experience providing data analysis services to DOJ grant recipients (or other similar grant program)
- Integration with Central Kansas Community Correction and the Kansas Department of Corrections programs, activities, and data collection practices.

Project Funding Source

This expenditure is supported by the Second Chance Act, with a grant award from the Improving Reentry for Adults with Substance Use Disorders Program from the Office of Justice Program (OJP), US Department of Justice, award number 2020-RW-BX0013, and is contingent upon grant funding.

Project Timeline

The awarded Contractor shall be available to work with the Project Director by December 1, 2021.

Additional Evaluation Criteria

The Barton County Commission shall evaluate the proposals based on the criteria and weight as set forth below.

<u>Evaluation Criteria</u>	<u>Maximum Score</u>
Ability	5
Experience	5
Integration	5
Total Possible Points	15

Project Inquiries

Questions concerning the Request for Proposal must be submitted in writing via email or letter to:

Amy Boxberger, Director
Central Kansas Community Corrections
1806 12th St, Great Bend, KS 67530
(620) 793-1940
AmyB@bartoncounty.org

Submission Procedure

1. Vendors may receive electronic notifications and submit proposals electronically through Vendor Registry, a link found under the Procurement tab at www.bartoncounty.org.

OR

2. Proposals may also be submitted via mail or courier to Barton County Clerk, 1400 Main Street, Room 202, Great Bend, KS 67530.

Barton County will not consider any proposal not prepared and not submitted in accordance with the provisions hereof and may waive any informalities or reject any and all proposals. Any proposals may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any proposal received after the time and date specified shall not be considered. Proposals submitted after the closing date and time will be returned unopened. Proposals may not be withdrawn within sixty (60) days after the actual date of the opening thereof.

Awarding Bids/Proposals/Contracts

Barton County reserves the right to reject any and all bids/proposals/contracts and award in the County's best interests. Barton County will award bids/proposals/contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. In addition, consideration will be given to such matters as contractor integrity, compliance with public policy, a record of past performance, and financial and technical resources.

Barton County cannot enter into contracts with entities that have been suspended or debarred from participating in contracts supported with federal funds. For contracts over \$25,000 supported with federal funds, Barton County will verify that a contractor is not excluded or disqualified by either:

- Checking SAM (www.sam.gov);
- Collecting a certification from that Contractor; or
- Adding a clause or condition to the cover transaction with that Contractor.

False or Misleading Statements

In the opinion of Barton County, if your proposal contains false or misleading statements or references which do not support the function, attribute, capability, or condition of your company and the products and services outlined in your proposal, your proposal will be rejected.

Conflicts of Interest

Vendors must list any current or potential clients or projects which may be (or cause) a conflict of interest in working for Barton County and describe the possible extent of the conflict.

Modification of Bids/Proposals/Contracts

Modifications to bids/proposals/contracts already submitted will be allowed if submitted in writing before the deadline. Modifications shall be submitted and shall not reveal the total amount of either the original or revised proposal.