

IN THE COUNTY LEGISLATURE OF JACKSON COUNTY, MISSOURI

A RESOLUTION awarding a contract for the furnishing of evaluation of the Parole Re-entry Pilot Program for use by the Prosecuting Attorney's Office and COMBAT to Cypress Research of Kansas City, Missouri, under the terms and conditions of Request for Proposals No. 51-12, at a cost to the County not to exceed \$23,000.00.

RESOLUTION #17906, June 4, 2012

INTRODUCED BY James D. Tindall, County Legislator

WHEREAS, the Parole Re-entry Pilot Program is a collaboration of the Sixteenth Judicial Circuit Court, COMBAT, the Prosecuting Attorney's Office, and the Missouri Department of Corrections; and,

WHEREAS, this pilot program requires professional evaluation services of its effectiveness; and,

WHEREAS, the Director of Finance and Purchasing solicited formal written bids on Request for Proposals No. 51-12 for these services; and,

WHEREAS, a total of nineteen notifications were distributed and four responses were received and evaluated as follows:

<u>BIDDER</u>	<u>COST</u>	<u>EVALUATION POINTS</u>
Cypress Research Associates Kansas City (Jackson County), MO	\$23,000.00	90
Resource Development Institute Kansas City (Jackson County), MO	\$45,000.00	75
University of Missouri – Columbia Columbia, MO	\$58,720.62	60
University of Kansas Lawrence, KS	\$143,667.00	50

and,

WHEREAS, an evaluation committee reviewed the proposals and evaluated each bidder on the basis of qualifications, concepts, and pricing; and,

WHEREAS, the Director of Finance and Purchasing recommends that the contract be awarded to Cypress Research Associates, LLC, of Kansas City, Missouri, under the terms and conditions of Request for Proposals No. 51-12, for the reason that it is the lowest and best bidder; now therefore,

BE IT RESOLVED by the County Legislature of Jackson County, Missouri that the award be made as recommended by the Director of Finance and Purchasing, and that the Director be, and is hereby, authorized to execute for the County any documents necessary for the accomplishment of the award; and,

BE IT FURTHER RESOLVED that the Director of Finance and Purchasing is authorized to make all payments, including final payment, on the contract.

Effective Date: This Resolution shall be effective immediately upon its passage by a majority of the Legislature.

APPROVED AS TO FORM:

Guy D. Harden
Chief Deputy County Counselor

W. Alfred Rife
County Counselor

Certificate of Passage

I hereby certify that the attached resolution, Resolution #17906 of June 4, 2012, was duly passed on June 11, 2012 by the Jackson County Legislature. The votes thereon were as follows:

Yeas 9

Nays 0

Abstaining 0

Absent 0

6.12.12
Date

Mary Jo Spino
Mary Jo Spino, Clerk of Legislature

There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.

ACCOUNT NUMBER: 008 4401 56080
ACCOUNT TITLE: Anti-Drug Sales Tax Fund
COMBAT Administration
Other Professional Services
NOT TO EXCEED: \$20,000.00

ACCOUNT NUMBER:

008 4401 56080

ACCOUNT TITLE:

Anti-Drug Sales Tax Fund

Prosecutor's Community Crime/Drug Prev

Other Professional Services

NOT TO EXCEED:

\$3,000.00

Date

5/30/12

Q. Terry Thomas by Tim E. Day, Asst
Director of Finance and Purchasing

REQUEST FOR LEGISLATIVE ACTION


Completed by County Counselor's Office:

Res/Ord No.: 17906

Sponsor(s): James D. Tindall

Date: June 4, 2012

SUBJECT	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Authorizing the Award of a Contract to provide Evaluation Services for the Parole Reentry Pilot Program for the Jackson County, Missouri Prosecuting Attorney's Office and COMBAT to Cypress Research of Kansas City, Missouri under the Terms and Conditions of Request for Proposal No. 51-12.</u></p>															
BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$23,000.00</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$23,000.00</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$23,000.00</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:008-4401-56080 Anti-Drug Fund, COMBAT, Other Professional Services</td> <td style="text-align: right;">\$20,000.00</td> </tr> <tr> <td>008-4156-56080, Anti-Drug Fund, Prosecutor - Community Crime/Drug Prevention, Other Professional Services</td> <td style="text-align: right;">\$ 3,000.00</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">\$23,000.00</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Estimated Use: \$</p> <p>Prior Year Budget (if applicable): Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$23,000.00	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$23,000.00	Amount budgeted for this item * (including transfers):	\$23,000.00	Source of funding (name of fund) and account code number:008-4401-56080 Anti-Drug Fund, COMBAT, Other Professional Services	\$20,000.00	008-4156-56080, Anti-Drug Fund, Prosecutor - Community Crime/Drug Prevention, Other Professional Services	\$ 3,000.00	TOTAL	\$23,000.00	
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TOTAL	\$23,000.00															
PRIOR LEGISLATION	<p>Prior ordinances and (date): Prior resolutions and (date):</p>															
CONTACT INFORMATION	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>															
REQUEST SUMMARY	<p>The Jackson County, Missouri Prosecuting Attorney's Office and COMBAT are collaborating with the 16th Judicial Circuit Court and the Missouri Department of Corrections for a Parole Reentry Pilot Program and requires professional Evaluation Services for that program. The Purchasing Department issued Request for Proposal No. 51-12 in response to those requirements. Nineteen notices were distributed and four responses were received and evaluated as follows:</p> <table style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;"></th> <th style="text-align: center;">Cost</th> <th style="text-align: center;">Evaluation Points</th> </tr> </thead> <tbody> <tr> <td>Cypress Research, Kansas City, MO</td> <td style="text-align: right;">\$ 23,000.00</td> <td style="text-align: center;">90</td> </tr> <tr> <td>Resource Development Institute, Kansas City, MO</td> <td style="text-align: right;">\$ 45,000.00</td> <td style="text-align: center;">75</td> </tr> <tr> <td>University of Missouri, Columbia, MO</td> <td style="text-align: right;">\$ 58,720.62</td> <td style="text-align: center;">60</td> </tr> <tr> <td>University of Kansas, Lawrence, KS</td> <td style="text-align: right;">\$143,667.00</td> <td style="text-align: center;">50</td> </tr> </tbody> </table> <p>Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Contract to provide Evaluation Services for the Parole Reentry Pilot Program for the Jackson County, Missouri Prosecuting Attorney's Office and COMBAT to Cypress Research of Kansas City, Missouri as the lowest and best proposal received under the Terms and Conditions of Request for Proposal No. 51-12</p>		Cost	Evaluation Points	Cypress Research, Kansas City, MO	\$ 23,000.00	90	Resource Development Institute, Kansas City, MO	\$ 45,000.00	75	University of Missouri, Columbia, MO	\$ 58,720.62	60	University of Kansas, Lawrence, KS	\$143,667.00	50
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CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input type="checkbox"/> Business License Verified (Purchasing & Department) N/A <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	Abstract of Bids, an Award Recommendation Memorandum from Ms. Angela Gravino of the Prosecuting Attorney's Office and the pertinent pages of Cypress Research's proposal	
REVIEW	Department Director: <i>Leanters Baker / Attey David Guy</i> ^{COMBAT} Finance (Budget Approval): <i>If applicable, Deborah S Ball</i> Division Manager:  County Counselor's Office:	Date: <i>5-14-2012</i> Date: <i>5-22-12</i> Date: <i>5/20/12</i> Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

MEMORANDUM

TO: BARBARA CASAMENTO
FROM: ANGELA C. GRAVINO
SUBJECT: EVALUTION RFP
DATE: 04/30/2012
CC: TINA WISE

The Jackson County Parole Reentry Pilot Program is collaboration among three entities: the Jackson County, Missouri 16th Judicial Circuit Court, the Jackson County, Missouri Prosecuting Attorney's Office and the Missouri Department of Corrections. The ultimate goal of the program is to reduce violent crimes and re-offenses in Jackson County by linking participants with existing services and eliminating possible reasons for re-incarceration. The project is ran through the Jackson County Prosecutor's Office.

Four responses to RFP 51-12 were received. The review team consisted of six members. It is the recommendation of this team that while all were qualified to deliver this evaluation, based on the qualifications, approach and price, it has been determined that Cypress Research is the best and lowest bidder. Therefore, we would like to recommend that Cypress Research be awarded the contract for the services requested.

We estimate that approximately 25 parolees will participate in the Re-entry Pilot Program on an annual basis.

The funds for this project shall not exceed \$23,000 and will be from the account that Stacey Daniels-Young indicates. The project has been approved by the Drug Commission for recommending it to the Legislature.

This project will begin once Legislative approval has been done.
The person authorized to sign on behalf of Cypress Research is Tricia Hellmer.

Vendor	Experience & Personnel 30%	Ability to Perform 30%	Pricing 40%
Cypress	25%	25%	40%
Univ of MO	15%	15%	30%
RDI	20%	20%	35%
KU	15%	15%	20%

Pricing score was based on the following: Cypress \$23,000, University of Missouri \$58,720.62, RDI \$45,000, KU \$143,667

C. PRICING

Cypress Research Associates, LLC proposes a budget of \$23,000 for the Jackson County Parole Reentry Pilot Program evaluation.