Consultant to Facilitate Long-Term Visioning for LPSCC

This solicitation is for an external facilitator/consultant to conduct long-term visioning to drive a strategic planning process.

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Contacts

Anna Hathorne
anna.hathorne@multco.us
Phone +1 503-988-8193 ext. 88193

Commodity Codes

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Description

PRE-PROPOSAL CONFERENCE
There will not be a pre-proposal conference for this sourcing event.

SERVICE DESCRIPTION, FUNDING AND CONTRACTING INFORMATION

PURPOSE AND OVERVIEW
The Multnomah County Local Public Safety Coordinating Council (LPSCC) is seeking a qualified consultant to facilitate long-term visioning to drive a strategic planning process. Our preference is for a Facilitator who will use a unique approach, such as Visual Thinking, to help enhance innovation and collaborative planning.

INTRODUCTION AND PROGRAM HISTORY
The Multnomah County Local Public Safety Coordinating Council (LPSCC) was established by Senate Bill 1145 (1995) to coordinate local criminal justice policy among affected criminal justice entities. The central purpose of LPSCC is to coordinate the public safety plans, policies, operations and strategies of local government agencies to improve the local public safety system's cost-effectiveness and responsiveness to the needs of the community.

Additionally, the LPSCC desires to advance local criminal justice system reform, safely reduce jail populations, reduce over-incarceration, and address racial and ethnic disparities in local criminal justice systems.

Key strategies and initiatives to create a safer, more effective system include:
• Pre-arrest and pre-trial diversion strategies;
• Improvements to case processing efficiency;
• Alternatives to incarceration;
• Enhanced services for people with mental illness or substance abuse issues involved with the justice system;
• Pretrial justice improvements;
• Community engagement strategies; and
• Strategies to reduce racial and ethnic disparities.

GOALS, VALUES AND OTHER IMPORTANT CONSIDERATIONS:
The current systems (criminal justice, health, behavioral health) fail people who are in acute behavioral health distress. The behavioral health system does not have sufficient resources to meet the needs of individuals with acute problems, defaulting to justice involvement (which often does not address the root causes of justice involvement). The LPSCC and its partners agree that a unified vision about how systems should respond and intervene is needed. The LPSCC wants to develop creative ways to shift resources (general fund and other funding) to better resource health and human services partners and reduce the burden on the Criminal Justice System (CJS). The Facilitator should help LPSCC build a vision for what our CJS should look like in 5, 10, and 20 years with a goal of working better across agencies, governments, and silos. This process will include multiple agencies, government systems, and community members. The desired outcome is a fully realized vision that will lead to a strategic plan across the public safety systems that outlasts turnover and election cycles.

FUNDING
Funds are from the State of Oregon.

SCOPE OF WORK:

Task 1: Finalize Project Approach, Roles and Responsibilities, and Timeline - Work with LPSCC to refine Consultant’s proposed scope of work, roles and responsibilities for the County and the Consultant (e.g. decision making, feedback, staff involvement), and project timeline.

Expected Deliverable: Project plan including timeline and written report.

Task 2: Environmental Research and Benchmarking – Complete any environmental research and/or benchmarking to determine any applicable trends in local criminal justice system reform, safely reducing jail populations, reducing over-incarceration, addressing racial and ethnic disparities in local
criminal justice systems, and discovering ways to defer people dealing with mental health, behavioral, or substance abuse issues from the CJS.

Expected deliverable: Report of findings.

Task 3: Facilitate Workshops – Engage participants in a number of half day or all day work sessions using long-term visioning and strategic planning processes. The number of sessions will be finalized with the development of the final Project approach and timeline. The County estimates five (5) to seven (7) sessions beginning in late Spring 2020 and continuing through Summer of 2021. During these work sessions, the work group will develop focus areas and subsequent action items for focus areas. This, in turn, will drive the development of a strategic plan.

Participants will include 1) criminal justice executives (City, County, State), 2) local activists and providers, and 3) community members (victims of crime/individuals with lived experience) and will be chosen by the County’s Project Manager (LPSCC Executive Director).

Expected deliverable: Detailed meeting notes within two weeks after a work session.

Task 4: Project Report - Provide formal report to the County’s Project Manager and LPSCC in person and in writing. At a minimum, the report will include the final vision, including key focus areas, and specific action items that will drive the strategic plan.

Expected deliverable: Final report and/or presentation.

CONTRACT NEGOTIATIONS: The County will initiate contract negotiations with the responsive and responsible Supplier with the highest scoring proposal. Multnomah County may, at its option, elect to negotiate general contract terms and conditions, services, pricing, implementation schedules, and such other terms as the County determines are in the County’s best interest. If negotiations fail to result in a contract, the County reserves the right to terminate the negotiations and initiate contract negotiations with the next highest scoring responsive and responsible Supplier. This process may continue until a contract agreement is reached. Multnomah County reserves the right to score the acceptance of its standard contract terms and conditions as a part of this sourcing event.

CONTRACT AWARD: County is seeking to award one contract through this sourcing event. Award, as determined by the County, will be made to the responsible Supplier whose Proposal the County determines is most advantageous to the County based on the evaluation process and evaluation factors described in this sourcing event. A services contract "sample" form is provided in the Buyer Attachments page showing the standard terms and conditions. Carefully review the terms and conditions of the contract.

CONTRACT TERM: The contract term will be negotiated at time of contract award and will be dependent upon the product and/or services provided. The negotiated contract term will be in compliance with all public procurement laws and Multnomah County PUR-1 contracting rules.

COMPENSATION AND PAYMENT: Compensation method for services will be monthly time and materials invoices, upon acceptance, with a not to exceed cap.

INSURANCE REQUIREMENTS: The Supplier awarded a contract as a result of this sourcing event will be required to provide at a minimum the insurance outlined in the table below. The type of insurance required will depend on the type of services and or products provided under the contract which will be negotiated during the contract process. Please refer to Sample Exhibit 2 in the Buyer Attachments section of the sourcing event.
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**MINIMUM PROPOSAL SUBMITTAL REQUIREMENTS:** Timely submission of responsive, responsible offers is the only minimum requirement for this sourcing event.
1. Proposer/Bidder agrees to receive all correspondence electronically and are responsible for keeping their supplier portal updated with current contact information.

2. Please review the statements in this certification regarding Assurances, Certification Regarding Debarment, Suspension and Other Responsibility Matters and Certification Regarding Conflict of Interest.

3. CONFIDENTIALITY - Please read the statutory requirements in the prerequisite link.
Buyer Attachments

1. Procedural Instructions (Proposals)
2. How to Complete and Submit a Response to a Sourcing Event - MMP Supplier Guide
3. Sample Contract
Questions

Group 1.1: Company Certification Information - This section is not scored

1.1.1 State of Incorporation
1.1.2 Date of Incorporation

ASSURANCES - Proposer attests that Proposer is a resident proposer, as described in ORS 279A.120, of the State of (ENTER STATE) and has not discriminated against any minority, women, or emerging small business enterprises certified under ORS 200.055 or a business enterprise that is owned or controlled by or that employs a disabled veteran as defined in ORS 408.225 in obtaining any required subcontracts, in accordance with ORS 279A.110.

Enter State:

1.1.3 Where Proposer is unable to certify to any of the statements in Proposer Representations and Certifications of the pre-requisite, Proposer shall provide an explanation to their offer here.

The Proposer certifies to the best of its knowledge and believe that neither it nor any of its principal participants and agents has or has had the following relationships with the specific firm(s)/individual(s), identified in this sourcing event, which may be determined to be an organizational conflict of interest. 

I understand that based on the information provided by Proposer, Multnomah County may exclude the Proposer from further consideration and may withdraw its selection if the real or apparent organizational conflict of interest cannot be avoided or mitigated. Proposer further certifies that the degree and extent of the relationship of the Proposer with these named firm(s)/individual(s) will be fully disclosed:

1.1.4 Upload additional explanation as needed

1.1.5 Name of person submitting the Proposal:
1.1.6 Title of person submitting the Proposal:
1.1.7 I represent that I am at least eighteen (18) years of age.
1.1.8 I represent that the printing of my name and the submittal of a Proposal is intended to authenticate this writing and to have the same force and effect as my manual signature.
1.1.9 I represent that I am either authorized to bind the Proposer, or that I am submitting the Proposal on behalf of and at the direction of the Proposer’s representative authorized to contractually bind the Proposer.
1.1.10 I represent that the Proposer and/or its applicable representative(s) has reviewed the information contained in this Proposal and that the information submitted is accurate.

Group 2.1: Programmatic - Organizational Capacity, Expertise and Experience (25%)

Please describe your specific experience and expertise providing the services outlined in the Sourcing Event Description. Please include how many years you have provided these services, a summary of similar projects and any supporting documentation to include prior experience with facilitating work sessions to develop full visions and resultant strategic plans. Include a description of your organization and team including the names, specific tasks and percentage of time spent on the project. Please include the resume of the principal consultant assigned to this project and any other key team members who will be billing the County for services (please upload resume(s) in the Supplier Attachments section of the sourcing event). Answer this question on a separate document and upload it as part of your response. Limit of four (4) pages. (75% Programmatic - Organizational Capacity, Expertise and Experience Group)

Discuss any established or potential partnerships and relationships that strengthen your ability to deliver services and support collaboration among key community organizations.

2.1.2 Answer this question on a separate document and upload it as part of your response. Limit of one (1) page. (25% Programmatic - Organizational Capacity, Expertise and Experience Group)

Group 2.2: Programmatic - Proposed Approach and Timeline (30%)

Please describe in detail how you would approach this project and the timeline under which you would deliver the services and deliverables described in the Sourcing Event Description. Please describe what considerations are taken in the development of your overall strategy and resulting timeline. Also describe any potential barriers or limits to this work based on your expertise and experience providing the services and any expectations of Multnomah County that we should consider in supporting your work with us. Please upload a copy of your draft timeline for this project understanding that when work begins, a more accurate timeline will be developed. Answer this question on a separate document and upload it as part of your response. Limit of four (4) pages. (75% Programmatic – Proposed Approach and Timeline Group)

How do you keep a project moving forward on time and on budget? Please describe your overall approach using specific details from past projects of similar size and scope. Answer this question on a separate document and upload it as part of your response. Limit of one (1) page. (25% Programmatic – Proposed Approach and Timeline Group)

25 March 2020
**Group 2.3:** Programmatic - Compensation (20%)

Please upload a complete cost proposal in pdf format for your services to include all hourly rates for all levels of staffing and anticipated hours needed to accomplish the work described in the Sourcing Event. Please be specific regarding each of the deliverables requested and tie it into your approach and timeline. Please provide a clear narrative of how you arrived at these numbers. Please include in your proposal any budget for offering stipends for community member participation. Please use accurate cost estimates based on the work outlined in the Description above, regardless of the budgeted amount. Answer this question on a separate document and upload it as part of your response. Limit of three (3) pages.

(100% Programmatic – Compensation Group)

**Group 2.4:** Responsible Business Practice Questions (25%)

What sustainability innovations does your organization have to offer in the delivery of services and the scope of the project? Answer this question on a separate document and upload it as part of your response. Limit of one (1) page. (33% Programmatic – Responsible Business Practices Group)

Please provide a detailed description of your organization’s corporate social responsibility practices, including pay equity, employee benefits such as health care and paid parental leave, and retirement benefits. Answer this question on a separate document and upload it as part of your response. Limit of one (1) page. (33% Programmatic – Responsible Business Practices Group)

How does your agency incorporate equity values, manage diversity, and systematically involve consumers, families, and communities in all aspects of policy and service delivery? Must demonstrate through stories & metrics how the organization has created new ways to a growing workforce, recruitment, hiring, retention, internship, and succession planning. Please select all that apply. Answer this question on a separate document and upload it as part of your response. Limit of one (1) page. (34% Programmatic – Responsible Business Practices Group)

25 March 2020
There are no Items added to this event.

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Enter Project proposal cost.