SUBJECT: HUMAN TRAFFICKING SERVICES

BID #: ESC-0423-21 **OPEN DATE: 2021-08-18**

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: COMPETITIVE SEALED PROPOSAL SUPPLY CONTRACT – PERIOD OF SERVICE WILL BE ONE YEAR FROM DATE OF AWARD, WITH ONE (1) ONE YEAR RENEWAL OPTION

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES, SOCIAL SERVICES DVISION

BASIS OF AWARD: HIGHEST SCORING RESPONSIVE, RESPONSIBLE BIDDER BASED ON THE EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 27 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the two (2) highest scoring responsive, responsible bidders RETHREADED INC. in the amount of $61,482.00 and DEMP INC. in the amount of $35,700.00 for HUMAN TRAFFICKING SERVICES. The Social Services Division received the grants funds of $250,000.00 for these services. Based on the allocation percentages approved by the evaluators, the Social Services Division is requesting approval for the initial distribution of funds of $97,182.00, with the ability to increase funding as determined by the Division's Chief. Period of service will be one (1) year from date of award with one (1) year renewal option.

Below are the bidders with the following scoring ranking and recommend award amount.

RETHREADED INC.	102 points	$61,482.00
DEMP INC.	83 points	$35,700.00

Funding Source: 00111.164006.531090.000000.00000000.00000.0000000, to be executed by contract through the Office of General Counsel.

Attachments: Recommendation Memo, Bid Tabulation Sheet, Scoring Matrix, Terms and Conditions, Description of Services

Analyst: _____
RUBEN OLA

RESPECTFULLY SUBMITTED _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Johnnetta Moore, Chief, Social Services Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF CSPEC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

ONE CITY. ONE JACKSONVILLE.

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7903
www.coj.net

MEMORANDUM

September 10, 2021

TO: Greg Pease, Chief
Procurement Division

FROM: Johnnetta Moore, Chief
Social Services Division

THRU: Will Evans
Human Services Planner III

RE: **Bid No. ESC-0423-21 Human Trafficking Services**

In reference to Bid No. ESC-0423-21 Human Trafficking Services, the Division recommends award to the 2 (two) responsive, responsible bidders based on the established criteria. The services will require a formal contract through the Office of General Counsel. **The term of this agreement is one year from the date of award.**

The bid opened on August 18, 2021, and the Procurement Division received 2 (two) vendor responses. The Procurement Division forwarded the bid responses for our review.

The bidders ranking as follows:

Vendor	Amount	Score
Rethreaded Inc.	$61,482	102
DEMP Inc.	$35,700	83

The Social Services Division has received approval in the amount of **$250,000** for the professional services of vendors for "Human Trafficking Services", the grant funds will provide Housing, Supported Services and/or Innovative Ideas that provide programming and services to victims of human trafficking that reflect community needs and benefit the survivors.

Based on allocation percentages approved by the RFP evaluators, the Social Services Division is requesting approval of the initial distribution of funds requested by the vendors with the ability to increase funding as determined by the Division's Chief. Currently, the amount awarded would total **$97,182**

Thank you for your assistance in this process, if you need additional information, please contact Will Evans at 255 - 3328

cc: Ruben Ola, Purchasing Analyst

BID TABULATION SHEET

TITLE: HUMAN TRAFFICKING SERVICES

BID NO: ESC-0423-21

OPEN DATE: 08/18/2021

PURCHASING ANALYST: RUBEN OLA

NO. INVITED: (27) No. Received: (2) No Bids: (0)

RECORDED BY: M. Pierce, BID ANNOUNCER: R. Barnett

			DEMP INC.	RETHREADED INC.			
ITEM #1 HOUSING							
ITEM #2 SUPPORT SERVICES							
ITEM #3 INNOVATIVE IDEAS							
		TOTAL PRICE	$35,700.00	$61,482.00			
ITEM NO.	DESCRIPTION	POINTS					
1	Section I. Agency Background & Experience (Bonus Pts: 1 pt. for each item (5 points available)	5	3.00	5.00			
2	Section II. Purpose of Application 5 pts for each item (20 points available)	20	15.33	19.33			
3	Section III. Program Overview 5 pts for each item (30 points available)	30	23.33	28.33			
4	Section IV. Who will implement the project 5 pts for each item (15 points available)	15	11.67	14.34			
5	Section V. Budget Detail Worksheet and Narrative 5 pts for each item (15 points available)	15	15.00	15.00			
6	Section VI. Program Impact and Effectiveness 5 pts for each item (20 points available)	20	14.67	20.00			
	Total Points	105	83.00	102.00			
	Business/Corporate References:		✓	✓			
	Grant Application Form:		✓	✓			
	Conflict of Interest:		✓	✓			
	Addendums ( ):						
	COMMENTS:						

SCORING MATRIX ESC-0423-21

HUMAN TRAFFICKING SERVICES

Total Points	5 Points	20 Points	30 Points	15 Points	15 Points	20 Points	OVERALL	Rank
Criteria	Section I. Agency Background & Experience (Bonus Pts: 1 pt. for each item (5 points available)	Section II. Purpose of Application 5 pts for each item (20 points available)	Section III. Program Overview 5 pts for each item (30 points available)	Section IV. Who will implement the project 5 pts for each item (15 points available)	Section V. Budget Detail Worksheet and Narrative 5 pts for each item (15 points available)	Section VI. Program Impact and Effectiveness 5 pts for each item (20 points available)	Total Points (105)	
DEMP INC.								2
Reviewer 1 (Donna Webb)	3.00	12.00	20.00	10.00	15.00	14.00	74.00	
Reviewer 2 (Lisa Miriello)	3.00	20.00	30.00	15.00	15.00	20.00	103.00	
Reviewer 3 (Will Evans)	3.00	14.00	20.00	10.00	15.00	10.00	72.00	
Average	3.00	15.33	23.33	11.67	15.00	14.67	83.00	
RETHREADED INC.								1
Reviewer 1 (Donna Webb)	5.00	18.00	30.00	13.00	15.00	20.00	101.00	
Reviewer 2 (Lisa Miriello)	5.00	20.00	30.00	15.00	15.00	20.00	105.00	
Reviewer 3 (Will Evans)	5.00	20.00	25.00	15.00	15.00	20.00	100.00	
Average	5.00	19.33	28.33	14.34	15.00	20.00	102.00	

It is the sole responsibility of each Contractor to assure all copies are EXACT duplicates of the original Response. Photocopies or CD copies will be used for the purpose of evaluating the Responses. Any information contained in the original Response which has not been transferred to the CDs or photocopies will NOT be considered. The original document will be used solely for official record keeping and auditing purposes.

2.5 Evaluation of Responses.

A. Buyer will determine the qualifications, interest and availability of Contractors by reviewing all Responses and, when deemed necessary in the sole discretion of Buyer, by conducting formal interviews of selected Contractors.

B. Before making an award, Buyer reserves the right to seek clarifications, revisions, and information it deems necessary for the proper evaluation of Responses. Failure to provide any requested clarifications, revisions or information may result in rejection of the Response.

C. Buyer reserves the right to accept or reject any and all Responses, or separable portions thereof, and to waive any minor irregularity, technicality, or omission if Buyer determines that doing so will serve Buyer's best interests. Buyer may reject any Response not submitted in the manner specified by the RFP.

2.6 Award of Contract.

A. The process for contract award is set forth in Jacksonville Ordinance Code Sections 126.204. Generally, Buyer will award the Contract to the responsible and responsive proposer whose Response is determined in writing to be the most advantageous to the City of Jacksonville, based solely on the relative importance assigned to price and of the criteria set forth in Attachment B. The award may be contingent on the outcome of direct negotiations under Section 126.201(d)(4) and 126.201(n), *Ordinance Code*. If an agreement cannot be reached with the highest ranked Contractor, Buyer reserves the right to make an award to the next highest ranked Contractor or subsequent Contractor(s) until an agreement is reached.

B. Buyer may make an award within sixty (60) days after the date of the Responses are due, during which period the Responses shall remain firm and shall not be withdrawn. Any Response that expresses a shorter duration may, in Buyer's sole discretion, be accepted or rejected. If award is not made within sixty (60) days, the Response shall remain firm until either the Contract is awarded or Buyer receives from Contractor written notice that the Response is withdrawn. [Note: Withdrawal of a Response may be requested within 72 hours (excluding State holidays, Saturdays and Sundays) after the date and time Responses are due. Buyer will not accept an amended Response after the date and time Responses are due.]

C. Except as may otherwise be expressly set forth in the RFP, Buyer intends to award one contract, but reserves the right to enter into a contract with multiple Contractors or to reject all Responses.

D. Based on the evaluation results, Buyer shall electronically post a notice of intended award at Buyer's website. Please contact the Contact Person if you are uncertain of Buyer's website address or if you experience problems accessing it. Any person who is adversely affected by the decision shall file with Buyer a notice of protest in accordance with the Protest provisions of the RFP. Buyer does not intend to provide tabulations or notices of award by telephone.

2.7 Terms of Agreement. After award to the successful Contractor, Buyer and Contractor will promptly enter into a written agreement (the "Contract") incorporating the terms of the RFP, the successful Response, and other terms and conditions as may be agreed to between the parties. To the extent the Response contains exceptions to or modifications of the RFP, such exceptions or modifications are stricken unless Buyer affirmatively accepts the exceptions or modifications in the Contract. The Contract will be substantially in the form set forth in an attachment to the RFP. Buyer will not be obligated to pay Contractor for the RFP services until the Contract is signed by both parties. Buyer retains the right to reject all bids and/or amend its notice of award at any time prior to the full execution of the Contract.

If the successful Contractor fails to perform the Services as agreed, Buyer reserves the right to (i) issue a new solicitation for the Services; (ii) reopen the RFP for the purpose of awarding a second contract to

Section 4
Description of Services and Deliverables

Contents

4.1 Purpose
4.2 Scope of Work
4.3 Services to be Funded
4.4 Definition of Terms

4.1 PURPOSE

Purpose Area 1: The goal of this program is to provide Safe, Stable Housing, and appropriate services to victims of human trafficking.

The program will support –

- Transitional housing, including funding for the operating expenses of a newly developed or existing transitional housing program; and
- Short-term housing assistance, including rental or utilities payment assistance and assistance with related expenses,
- Land acquisition for housing and supportive services for human trafficking victims
- Bridge Housing

Purpose Area 2: Specialized Services for Human Trafficking Victims, the goal being to increase the quality and quantity of specialized service to assist victims of all forms of human trafficking.

The program will support –

- Prevention and Early Intervention of victims who are at risk of, or are victims of, sex trafficking.
- Developing Capacity to serve Human Trafficking victims through Educating the Community, Training victim services organizations and provision of peer-to-peer learning opportunities and raising awareness.
- Outreach to victims i.e., PSA that are Bilingual/ Sign Language
- Applications that address specific challenges that large land mass communities like Duval County face
- Drop in Facility.

Purpose Area 3: Innovative ideas that think outside the box and are specific to victims of Human Trafficking in the Duval County area.

This program will support innovative ideas, for example,

- Purchasing of Life Transitional Kits for Trafficking Survivors
  After escape or rescue, trafficking survivors remain at great risk until they can re-establish their lives. A Human Trafficking Survivors (HTS) kits would provide Uber Gift Cards, Food Card etc.
- Enhance Technology / Internet Services
- Purchase agency vehicle(s) or transportation services for Human Trafficking Victims
- Human Trafficking Research
- Other, related services

4.2 SCOPE OF WORK

The City of Jacksonville (City) is requesting proposals from qualified and experienced Contractor(s) to manage and provide programming and services to victims of human trafficking. Management and services should reflect community needs and benefit the survivors of human trafficking. Programming may include for example, housing and/or housing assistance to victims, specialized supported services and innovative ideas that will help in the physical and psychological care of victims who have been tramadized by being victims of human trafficking.

4.3 SERVICES TO BE FUNDED

a. **Housing**
   i. Transitional Housing Services
   ii. Short-Term Housing Assistance
   iii. Land Acquisition for Housing and/or Supported Services
   iv. Bridge Housing

b. **Support Services**
   i. Non-Medical Case Management (Financial Eligibility)
   ii. Legal Services
   iii. Outreach Services
   iv. Substance Abuse Services
   v. Food Bank
   vi. Trauma Informed Care Services
   vii. Medical Needs
   viii. Emergency Financial Assistance
   ix. Health Education/Risk Reduction

c. **Innovative Ideas**
   i. Life Transitional Kits
   ii. Enhance Technology that benefit victims of human trafficking
   iii. Vehicle for transportation or outreach
   iv. Other.

4.4 DEFINITIONS OF TERMS

Service category definitions are included in this RFP by category in Sections 8 and 9. In addition, the following terms are defined as follows:

a. Administrative Agency or Recipient - The City of Jacksonville, Social Services Division is the Administrative agency (Recipient) for Human Trafficking Victim Assistance funding.

b. Allocation - The total dollar amount that may be expended for a service category.

c. Client/Consumer - An individual who has made application for, and who has been determined eligible for, services utilizing the eligibility criteria set forth in this RFP

d. Contract Manager - An individual designated by the Administrative Agency to be responsible for contract compliance.

e. Subrecipient or Provider - An organization funded to provide direct services to VICTIM OF HUMAN TRAFFICKING

Section 5
Program Requirements

Contents

5.1 Program Requirement
5.2 Funding: Dollar Values
5.3 Current Service Population/Target Population

.1. PROGRAM REQUIREMENTS

Applicants that receive funding under this program should be able to:

1. Submit the polices, procedures, and rules governing the provision of services offered.
2. Ensure their polices and procedures follow applicable federal, state and City of Jacksonville laws protecting the civil right of program participants.
3. Offer support services to trafficking victims receiving housing and their dependents.
4. Offer follow-up services to trafficking victims.
5. Ensure that any staff, partner staff, or service providers working with trafficking victims are trained to work with such victims.
6. The City of Jacksonville strongly emphasizes the use of data and evidence in policymaking and program development aka Evidence-Based Programs or Practices.

5.2 FUNDING: DOLLAR VALUES REFERRED TO IN THIS RFP

The total amount awarded under this grant will not exceed $250,000

Additional conditions of funding are as follows:

1. The City of Jacksonville reserves the right to award all or part of the funds under each service category in this RFP.

2. The City of Jacksonville request funds be utilized in a cost-effective manner that is immediately responsive to demonstrated need. To ensure that this objective is met, the applicant agrees to voluntarily participate in the reallocation of funds authorized if the applicant is unable, for any reason, to fully utilize their awarded amount.

3. Contracts will be entered into for an initial period of one (1) year from date of award with an option to renew for one (1) year period, at terms mutually agreeable to both parties. Unless renewed or extended, contracts shall end for all contract awards. Any renewals or extensions shall be contingent upon satisfactory evaluations of the applicant's performance in delivering services as specified in the signed contract and annual quality management plans, the availability of funds, and approval according to the City's Purchasing Code.

5.3 CURRENT SERVICE POPULATION/TARGET POPULATION

Proposals shall be expected to target services to populations that are recognized as victims of human trafficking with programs aim to enhance the quality and quantity of services available to survivors of human trafficking.