



Board Agenda Item 54

DATE: June 22, 2021

TO: Board of Supervisors

SUBMITTED BY: Kirk Haynes, Chief Probation Officer

SUBJECT: Agreement with BI Incorporated, dba BI Correctional Services, Incorporated

RECOMMENDED ACTION(S):

Approve and authorize the Chairman to execute an Agreement with BI Incorporated, dba BI Correctional Services, Incorporated to operate an adult Day Reporting Center for the Probation Department, effective July 1, 2021 through June 30, 2026, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$3,481,599.

There is no additional Net County Cost associated with the recommended action, which will allow BI Incorporated (BI) to continue to operate an adult Day Reporting Center (DRC) for the Probation Department. The DRC provides individualized evidence-based programming and maintains a minimum of fifty program slots for adult offenders on felony probation. The recommended agreement is effective July 1, 2021 through June 30, 2026, which includes a three-year base contract and two optional one-year extensions. The maximum compensation amount for the recommended agreement for the first agreement year is \$655,775, and may increase by up to 3% for each subsequent year. This program will be funded with Senate Bill 678 (Community Corrections Performance Incentive Act) funds, under which costs avoided by the State in new prison admissions are shared with counties that have successful felony probation programs. This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended action is not approved, the Board could choose to re-bid the services provided at the DRC; however, this would cause a lapse in services.

FISCAL IMPACT:

There is no additional Net County Cost associated with the recommended action. This program is funded with Senate Bill 678 (Community Corrections Performance Incentive Act) funds, under which costs avoided by the State in new prison admissions are shared with counties that have successful felony probation programs.

The recommended agreement has a tiered pricing structure based on the number of program slots maintained. The DRC maintains a minimum of 50 slots, with the ability to expand the number of program slots, in increments of 10 slots, up to 100 total slots; program size is ultimately determined by Probation. The pricing structure is broken down as follows:

<u>Program Slots</u>	<u>Annual Cost (2021-2022)</u>
Up to 50	\$400,000
51 to 60	\$458,920

61 to 70	\$524,968
71 to 80	\$530,807
81 to 90	\$596,855
91 to 100	\$655,775

Annual costs may increase by up to 3% for each subsequent agreement year, based on CPI, for a total 5-year maximum compensation of \$3,481,599. Sufficient appropriations and estimated revenues will be included in the Probation Department's FY 2021-22 Requested Budget for Org 3430, and in future requested budgets.

DISCUSSION:

BI has been operating the Probation Department's DRC for adult offenders since April 1, 2011. On May 24, 2016, after the completion of the formal bidding process, the Board approved a five-year agreement with BI to operate an adult DRC, effective July 1, 2016 through June 30, 2021.

The DRC offers proven evidence-based programming to adult offenders, with a target age group of 18 to 30 years of age; however, older offenders may also be considered for this program. The programming includes, but is not limited to: daily check-ins, random drug testing, job skills training/placement, substance abuse counseling, anger management, family and parenting counseling, educational services/GED, life skills, relapse prevention, and mental health assessments.

On March 12, 2021, the Purchasing Division issued RFP #21-041, soliciting qualified and capable vendors to operate the DRC. The RFP included one addendum, issued on April 8, 2021, and had a final closing date of April 21, 2021. The RFP indicated that the DRC would maintain a minimum of fifty program slots funded at \$400,000 annually, with potential increases of up to 3% for each subsequent agreement year. Respondents to the RFP were required to propose evidence-based curriculum and programming to be provided in the DRC, with detailed descriptions as to the needs, requirements, and outcomes of the requested services. Respondents were also required to submit a detailed line-item budget, demonstrating how funds would be utilized, and an incremental fee schedule to demonstrate the costs to expand the DRC programming slots, if needed.

The RFP was posted to Public Purchase, and three responses were received. A five-member review committee was assembled, including members from the Probation Department, the Department of Behavioral Health, and the Sheriff's Office. The review committee evaluated and ranked the proposals in accordance with the award criteria outlined in the RFP. The review committee found that BI's proposal was thorough and went "above and beyond" what was requested by the RFP, by offering ways to improve and expand program services, such as beginning DRC transitions from the jail. BI's proposal also clearly demonstrated their extensive experience providing the requested services, as well as their knowledge and use of evidence-based programming in the DRC setting. Reviewers also found the cost proposal to be comprehensive and reasonable. Therefore, the review committee unanimously ranked BI the most responsive bidder, and recommended awarding the agreement to BI.

As part of the recommended agreement, BI will have individualized case plans that incorporate evidence-based programming specific to each DRC participant's needs, and will work with participants to create an individualized Behavioral Change plan.

REFERENCE MATERIAL:

BAI #48, May 24, 2016

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with BI Inc.

CAO ANALYST:

Samantha Buck