

January 4, 2006

Agenda Item Summary

1. ACTION REQUESTED/PURPOSE:

Approve criteria for the Partnering for Results Request for Proposal (RFP) process and approve FY 2006-2007 funding amount not to exceed \$3,988,354. Approve a maximum of \$47,600 of the \$3,988,354 to be allocated to United Way of Lee County for the Information & Referral (211) services for FY 2006-2007.

2. WHAT ACTION ACCOMPLISHES:

To provide policy direction and establish budget for the Partnering for Results Request for Proposal process.

3. MANAGEMENT RECOMMENDATION:

Approve the item.

4. Departmental Category: 05 **C5A** 5. Meeting Date: **01-17-2006**

6. Agenda: <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Administrative <input type="checkbox"/> Appeals <input type="checkbox"/> Public <input type="checkbox"/> Walk-On	7. Requirement/Purpose: (specify)		8. Request Initiated:	
	<input type="checkbox"/> Statute	<input type="checkbox"/> Ordinance	Commissioner	
	<input type="checkbox"/> Admin. Code	<input type="checkbox"/> Other	Department	Human Services
	<input checked="" type="checkbox"/>		Division	N/A
			By: Karen Hawes	

9. Background:
The Partnering for Results Request for Proposal (RFP) process provides general fund dollars to not-for-profit human service agencies to purchase services, which demonstrate a measurable outcome. The Partnering for Results RFP will include the following criteria:

- Bidders must be private non-profit entity with tax-exempt status under IRS Internal Revenue Code Section 501(c) 3 of the Code. The IRS must have acknowledged this ruling in writing.
- Bidders must have completed twelve months of operation and service delivery prior to proposal submission date.
- Bidders must have an independent financial audit of the most recent or immediate prior fiscal year, including the management letter and written response. The Peer Review letter for the audit firm must be provided. The accountant must have received an unmodified opinion on their review.
- Services must be based on a unit rate and produce measurable outcomes that support the departmental outcomes.
- Bidders must provide direct services to clients.
- Services must benefit residents of Lee County.
- Minimum amount for each program proposal considered is \$15,000.
- Maximum amount awarded to an agency will not exceed 15% of total funds available.
- Proposed programs must not be fully dependent on County funding to operate.
- Proposals for mental health or substance abuse prevention or treatment programs, medical education or services, construction or purchase of capital equipment, programs requiring religious participation, and educational or extracurricular programs for youth operating during the school day will not be considered.

10. Review for Scheduling:

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services			County Manager/P.W. Director
					Analyst	Risk	Grants	
<i>[Signature]</i>	N/A	N/A	N/A	<i>[Signature]</i>	RK/15	1/15/06	1/15/06	HS 1/15/06

11. Commission Action:

- Approved
- Deferred
- Denied
- Other

RECEIVED BY COUNTY ADMIN: *[Signature]*
1-5-06
COUNTY ADMIN FORWARDED TO: *[Signature]*
1-5-06
SPM

Rec. by CoAtty
Date: 1/5/06
Time: 10:10 AM
Forwarded To: Adm. C
1-5-06

Agencies will be required to submit a letter of intent by specified due date along with required documentation. Department of Human Services staff will verify receipt of letter of intent and required supporting documentation. If any supporting documentation is missing, agencies will be notified of the missing document(s) via fax and may submit the document(s) within three (3) working days of the fax notification

Proposals with disqualifying events will be rejected and a notice sent via certified mail stating the reason. Disqualifying events are as follows:

- Mandatory Letter of Intent including all required documents is not submitted to the Lee County Department of Human Services by **February 3, 2006 by 3:00 p.m.**
- Agency does not fulfill all the bidder qualifications.
- Proposed program does not provide direct services.
- Proposed program does not benefit residents of Lee County.
- Amount requested from Lee County for proposed program is less than \$15,000.
- Proposal is for ineligible services which are mental health or substance abuse treatment programs, medical education or services, construction or purchase of capital equipment, programs requiring religious participation, educational or extracurricular programs for youth operating during the school day.
- Proposed program must not be fully dependent on County funding to operate.
- Proposal is not received on-line by **March 17, 2006 by 3:00 p.m.**

The remaining proposals will be evaluated by the Partnering for Results Proposal Review Panel.

The RFP for FY2006-2007 will be available on-line. Agencies will be required to submit proposals on-line by the determined due date. Workshops will be held to assist agencies with the on-line proposal. Agencies must attend workshops to receive a user ID and password to access the on-line proposal.

Staff is recommending continuation of core level service guidelines for the FY 2006-2007 RFP process.

Funds will be made available in the FY 2006-2007 budget in an amount not to exceed \$3,988,354.