



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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DATE: 01/12/2016

SUBJECT: **RFP NO. 2016-020 - OPERATION OF THE TARRANT COUNTY REENTRY FIRST STOP CENTER - ADMINISTRATOR'S OFFICE - CORNERSTONE ASSISTANCE NETWORK - \$45,000.00**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award RFP No. 2016-020, Operation of the Tarrant County Reentry First Stop Center, for the Administrator's Office, to Cornerstone Assistance Network for \$45,000.00 and approve contract.

**BACKGROUND:**

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Three hundred sixty-one (361) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this RFP were posted on the Tarrant County website and were downloaded by interested parties. Three (3) proposals were received.

An evaluation committee was composed of representatives from Community Supervision and Corrections Department (CSCD), Criminal District Attorney's Office, Pretrial Services, Sheriff's Department, and Purchasing. Evaluations were based upon the criteria and processes set forth in the RFP. The proposal received from Cornerstone Assistance Network meets all specifications and is acceptable to Administrator's Office. The response from McDonald Epic Enterprises, LLC was deemed non-responsive for failure to include Addendum 1 as required.

The term of the contract is January 12, 2016 through September 30, 2016, with three (3) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of the Administrator's Office, the Evaluation Team, and Purchasing that RFP No. 2016-020, Operation of the Tarrant County Reentry First Stop Center, be awarded to Cornerstone Assistance Network for \$45,000.00.

SUBMITTED BY: Purchasing

PREPARED BY: Dianna Lee, C.P.M.

APPROVED BY:



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The contract is attached for approval and signature. The Criminal District Attorney's Office reviewed this contract as to form.

**FISCAL IMPACT:**

Funding in the amount of \$45,000.00 is available in account 569011/10000-2016/1120100000.