



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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26

DATE: 04/21/2020

SUBJECT: **RFP NO. 2020-035 - CONSULTING SERVICES FOR IMPLEMENTATION AND VALIDATION OF PUBLIC SAFETY ASSESSMENT - CRIMINAL COURTS ADMINISTRATION - VARIOUS VENDORS – PER CONTRACT TERMS**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award RFP No. 2020-035, Consulting Services for Implementation and Validation of Public Safety Assessment, for Criminal Courts Administration, to the following vendors at the per contract terms and approve contract:

Primary        The Justice Management Institute  
Secondary     Justice System Partners

**BACKGROUND:**

Notice of the County’s intent to bid was advertised in local newspapers, as required by State statute, 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. Five hundred twenty-seven (527) 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. A pre-proposal conference held on November 13, 2019 was attended by three (3) vendors as well as representatives from Criminal Courts Administration and Purchasing. Three (3) proposals were received.

Proposals were evaluated by Criminal Courts Administration, Community Supervision and Corrections Department, County Administrator’s Office, and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP.

The three (3) responding vendors were invited to make oral presentations to the evaluation committee on February 13, 2020. The evaluation committee re-scored those firms based on the criteria and processes set forth in the RFP. A Best and Final Offer was then requested from the two (2) highest scoring vendors.

The term of the contract is twelve (12) months, effective April 21, 2020, with four (4) options for renewal periods of twelve (12) months each.

SUBMITTED BY:	Purchasing	PREPARED BY:	Elaine Johnson, CPPB
		APPROVED BY:	



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Therefore, it is the joint recommendation of Criminal Courts Administration and Purchasing that RFP No. 2020-035, Consulting Services for Implementation and Validation of Public Safety Assessment, be awarded to the vendors listed above at the per contract terms.

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 \$357,717.30 is available in account 540000/45100-2020/4192500000.