

Department of Procurement & Contract Compliance



Request for Qualifications N41223

JUVENILE CORRECTIONS ADVISORY BOARD (JCAB) FUNDING

Date of Request: January 22, 2025

Response Due By: February 6, 2025, at 12:00 PM

Written responses and requests for information should be directed to:

Arenis Montes
Unified Government of Wyandotte County/Kansas City, Kansas
Office of Procurement & Contract Compliance
Phone: 913-573-5279
a.montes@wycokck.org



SOLICITATION

REQUEST FOR QUALIFICATIONS N41223

JUVENILE CORRECTIONS ADVISORY BOARD (JCAB) FUNDING

Overview

In 2016, Kansas passed the Juvenile Justice Reform Bill, a bill intended to improve the way in which the state works with and assists the youth served by the juvenile justice system. As part of this reform, the Evidence-Based Programs Fund was developed to provide for reinvestment in community programs and practices. This grant creates opportunities for communities in Kansas to apply for funds from the Evidence-Based Programs Fund through the Kansas Department of Corrections (KDOC) in order to provide support for justice involved youth and their families. In the past, the agencies have utilized funds titled Juvenile Corrections Advisory Board and Reinvestment for this grant. For the next two fiscal years, there will be one grant with several opportunities allowed.

The Juvenile Corrections Advisory Board Grant is a non-competitive opportunity for use by intake and assessment services, immediate intervention, probation and conditional release, and training on evidence-based practices for juvenile justice system staff, including, but not limited to, training in cognitive behavioral therapies, family-centered therapies, substance abuse, sex offender therapy, and other services that address a juvenile's risks and needs. The grant is designed to fund the development and implementation of evidence-based programs and practices that aim to improve outcomes for youth, families, and communities in Kansas by supporting community-based programs.

The Juvenile Corrections Advisory Board grant allows for regional or county Juvenile Corrections Advisory Boards to collaborate with community agencies and submit an application that is inclusive of the community partners the board has agreed to fund.

Throughout the community partner selection process, priority considerations for these funds should be given to communities with high levels of out-of-home justice-involved youth per capita and where community-based alternatives are lacking.

Boards of County Commissioners (BOCCs) are eligible to apply for Juvenile Corrections Advisory Board (JCAB) and/or Juvenile Reinvestment grants for justice-involved youth who are served by community supervision offices, including, but not limited to, Juvenile Intake and Assessment, Court Services, Immediate Intervention Programs, and Community Corrections.

Funding is provided in accordance with K.S.A. 75-52,161(c)(7) and pursuant to K.S.A. 2016 Supp. 38-2302.

Eligibility

Funds are not solely restricted to governmental agencies or community corrections agencies. Any agency or organization may apply for funds, if the request meets the criteria in statute (see next section) and as long as the process outlined below is followed.

Statutorily Defined Criteria for Use of Funds

Kansas legislators clearly defined the purpose of these funds. *Funding may only be used to serve justice involved youth and their families in Kansas. See link for KDOC Financial Rules and Guidelines: [KDOC Financial Rules, Guidelines and Reporting Instructions](#).*

K.S.A. 75-52,161(c)(7) states that funds from the Evidence-based Programs Fund may be used for Evidence-based practices and programs in the community pursuant to K.S.A. 2016 Supp. 38-2302, and amendments thereto, for use by intake and assessment services, immediate intervention, probation and conditional release; and training on evidence-based practices for juvenile justice system staff, including, but not limited to, training in cognitive behavioral therapies, family-centered therapies, substance abuse, sex offender therapy and other services that address a juvenile's risks and needs.

K.S.A. 75-52,164 states: “All expenditures from the evidence-based programs account of the state general fund shall be for the development and implementation of evidence-based community programs and practices for juvenile offenders, juveniles experiencing mental health crisis and their families by community supervision offices, including, but not limited to, juvenile intake and assessment, court services, community corrections and juvenile crisis intervention centers.”

Process

Agencies or organizations wishing to apply for funds must follow the process outlined below.

1. Complete the attached application.
2. Present proposal at the local Juvenile Corrections Advisory Board (JCAB).
 - Juvenile Corrections Advisory Boards are operated by each judicial district and are responsible for providing feedback and recommendations regarding local policies and programs, as well as recommendations regarding allocation of resources to serve justice-involved youth and families in the community.

- JCABs will determine if the proposed program or service is in line with the districts goals and plans for serving youth, determining the need and scope of services, ensuring the proposal meets the statutory criteria, etc., and shall approve the application at the local level.
- To be placed on the JCAB agenda, an agency/organization may contact the local community corrections director.
- If the JCAB does not approve the proposal, no additional action is needed.

3. Once the JCAB has approved the proposal, the application and all supporting documentation may be included in the judicial district's comprehensive plan and budget, which is submitted to KDOC every year for the following fiscal year.
4. KDOC will review the application to determine if the proposed services meet statutory criteria and a decision will be made regarding funding. KDOC will contact the JCAB regarding approval or disapproval of funding. Notification of approval will occur at the same time as notification of comp plan approval.
 - To allow for the successful integration of evidence-based services into juvenile justice operations, KDOC will allow programs a planning period of 90 days, starting on the date of award approval. This will allow time for staff to be hired, trained, and contracts with service providers to be established. The planning period is optional, and all new projects must be operational no later than 90 days from notification of approval. If program needs an extension of the planning period, a request may be submitted to KDOC, outlining reason for needed extension and new timeline for startup.

Funding

Applying for funds is optional. JCABs are not required to apply and may elect to decline these funds.

Approved funding will go through the local community corrections agency, who will then distribute the funds. Funds will be distributed monthly. KDOC operates on the state fiscal year. KDOC now runs on a two-year grant cycle, meaning, you are applying for funds **SFY2026 (July 1, 2025 to June 30, 2026) and SFY2027 (July 1, 2026 to June 30, 2027)**.

Programs will be required to submit monthly financial statements to the Community Corrections Director or designee using the workbook provided when funding is approved. All funding is subject to the [KDOC Financial Rules, Guidelines and Reporting Instructions](#). KDOC will add an extra tab to the quarterly workbooks specific to the JCAB funds.

Community Corrections is not required to keep the JCAB funds in a separate account, although it is preferred. While reporting will be included in the comp plan workbook, reporting on these funds must be maintained separately, including cash on hand balances.

Outcomes

The application for funding must detail what behavior or criminogenic need the service seeks to target, as well as measurable outcomes that will be tracked by the service provider. In addition to programming outcomes tracked by the service provider, KDOC required outcomes are listed on the attached application and will need to be tracked and submitted quarterly. Service providers will be required to submit a quarterly progress report in conjunction with the financial reporting timelines. KDOC will create and distribute the

progress report template. In addition, service providers will be required to provide an update to the JCAB at the quarterly JCAB meetings.

The Service Provider understands and agrees that, should it be awarded a contract for services under the Request for Qualifications, it will be bound by the Unified Government's Exhibit A, General Contractual Provisions, attached hereto as Article I. Exhibit A, and incorporated by reference as if fully set forth herein.

Questions

Questions regarding this process may be directed to Arenis Montes, a.montes@wycokck.org

SUBMISSION AND RECEIPT OF REQUEST FOR QUALIFICATIONS

Proposed Project Schedule Date	Event
January 22, 2025	Distribution of RFQ (7:00 A.M., CST)
January 27, 2025	Deadline for respondents to submit written questions (1:00 P.M., CST)
January 30, 2025	Deadline for answering questions from respondents will be provided
February 6, 2025	Responses due before 12:00 p.m. CST

The dates listed in the "Estimated Project Timetable & Contract Term" are tentative and subject to change at the UG's sole discretion. The Unified Government reserves the right to change or extend any and all dates.

The Unified Government reserves the right to schedule interviews with those candidates it deems to be most qualified.

CONTRACT TERM

The length of the contract will be from July 1, 2025, to June 30, 2027, with the option of two (2) 1-year renewals based on fund availability and program performance.

INSTRUCTIONS FOR SUBMISSION OF PROPOSAL

A respondent **must** submit a complete copy of its response in one of the following formats: one (1) original and a flash drive in .PDF format submitted to the address below **or** submit a complete copy of its response on the Unified Government's eProcurement site at <https://purchasing.wycokck.org/eProcurement> prior to the closing date and time.

Any respondent that does not comply with these policies may be disqualified from the procurement.

ALL PROPOSALS MUST BE SEALED AND PLAINLY MARKED ON THE OUTSIDE OF EACH SEALED ENVELOPE:

Day and Date Proposal is due: Thursday, February 6, 2025
Time Proposal is due: 12:00 PM, Central Time

Send Proposal to: Unified Government of Wyandotte County/KCK
Office of the Unified Government Clerk
Attn: Arenis Montes
701 N 7th Street, Suite 323
Kansas City, KS 66101-3064

The Unified Government will not accept nor consider a proposal that is late. It is the Offeror's responsibility to ensure proposals are received by the closing date and time. Delays in means of transmittal shall not excuse late submissions. Offers shall be responsible for actual delivery of the proposal to the appropriate department identified in document.

Below is an example of the information required on your proposal package.

You may use this as a label if you wish.

Unified Government of Wyandotte County/Kansas City, KS

Attn: Unified Government Clerks Office

701 N. 7th Street, Room 323

Kansas City, Kansas 66101

REQUEST FOR QUALIFICATIONS

JUVENILE CORRECTIONS ADVISORY BOARD (JCAB) FUNDING FY2026 AND FY2027

RFQ N41223

OPENING DATE/TIME

January 22, 2025 – 7:00 AM

Article I. EXHIBIT A

UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS, GENERAL CONTRACTUAL PROVISIONS

1. **Parties:** Unified Government of Wyandotte County/Kansas City, Kansas, hereinafter called "Unified Government", and " _____", hereinafter called "Contractor."
2. **Compliance with Law.** CONTRACTOR shall comply with all applicable local, state, and federal laws and regulations in carrying out this Agreement, regardless of whether those legal requirements are specifically referenced in this Agreement.
3. **Authority To Contract.** CONTRACTOR represents that it possesses legal authority to contract, that it has undertaken any official action required by its governing documents to enter into this Agreement, that its undersigned representative is duly authorized to execute this document on its behalf, that it agrees to be bound by all the provisions of this Agreement, and that the person identified as its official representative is authorized to act on its behalf in the implementation of this Agreement.
4. **Modification of Agreement.** This Agreement may be modified or amended only in writing executed by both parties and will be subject to renegotiation in the event of changes to applicable law, rules, or regulations affecting the subject matter of this Agreement.
5. **Assignment.** Neither CONTRACTOR nor the Unified Government shall, sell, transfer, assign, or otherwise dispose of any rights or obligations created by this Agreement without the written consent of the other party.
6. **Cash Basis Law.** This Agreement is subject to the Kansas Cash Basis Law, K.S.A. 10-1101 *et seq.* and amendments thereto. Any automatic renewal of the terms of the Agreement shall create no legal obligation on the part of the Unified Government. This Agreement shall be construed and interpreted so as to ensure that the Unified Government shall at all times stay in conformity with such laws and, as a condition of this Agreement, the Unified Government reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement is deemed to violate the terms of such law. The Unified Government is obligated only to pay periodic payments or monthly installments under the Agreement as may lawfully be made from (a) funds budgeted and appropriated for that purpose

during the Unified Government's current budget year or (b) funds made available from any lawfully operated revenue producing source.

7. Payment of Taxes. The Unified Government shall not be responsible for, nor indemnify CONTRACTOR for any federal, state, or local taxes which may be imposed or levied upon the subject matter of this Agreement. If applicable, CONTRACTOR shall pay the Unified Government occupation tax prior to execution of the Agreement.

8. Licenses and Permits. CONTRACTOR shall maintain all licenses, permits, certifications, bonds, and insurance required by federal, state, or local authority for carrying out this Agreement. CONTRACTOR shall notify the Unified Government immediately if any required license, permit, bond, or insurance is cancelled, suspended, or is otherwise ineffective. Such cancellation, suspension, or other ineffectiveness may form the basis for immediate termination by the Unified Government in its discretion.

9. Independent Contractor Relation. The parties agree that the legal relationship between them is of a contractual nature. Nothing in this Agreement shall be construed to create a relationship of employer and employee or principal and agent or any other relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the provisions of this Agreement. Nothing in this Agreement shall create any right or remedies in any third party. The parties agree that no persons supplied by CONTRACTOR are employees of the Unified Government and that no right of the Unified Government's civil service, retirement, or personnel rules accrue to such persons. The Unified Government shall not be responsible for withholding of social security, workers compensation insurance, unemployment compensation, bonuses, retirement benefits, other benefits, and any taxes and premiums from any payments made by the Unified Government to CONTRACTOR.

10. Discrimination in Delivery of Services Prohibited. During the performance of this Agreement, CONTRACTOR shall deny none of the benefits or services of the program to any eligible participant on the basis of race, religion, color, sex, disability, age, national origin, or ancestry.

11. Equal Opportunity and Affirmative Action.

a. CONTRACTOR shall observe the provisions of the Kansas Acts Against Discrimination, K.S.A. 44-1001 *et seq.* and amendments thereto, and shall not discriminate against any person in

the performance of work under this Agreement because of race, religion, color, sex, disability, age, national origin, or ancestry.

b. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to race, religion, color, sex, disability, age, national origin, or ancestry. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Unified Government setting forth the provisions of this nondiscrimination clause.

c. CONTRACTOR, in all solicitations or advertisements for employees placed by or on behalf of CONTRACTOR, will state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, disability, age, national origin, or ancestry.

d. CONTRACTOR will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that such provisions will be binding upon each subcontractor.

e. CONTRACTOR shall assure that it and all subcontractors will implement the certificate of compliance in connection with this Agreement.

f. If CONTRACTOR fails, refuses, or neglects to comply with the terms of these contractual conditions, such failure shall be deemed a total breach of the contract and this Agreement may be terminated, canceled, or suspended, in whole or in part, and CONTRACTOR may be declared ineligible for any further Unified Government contracts for a period of up to one year. Provided that, if a contract is terminated, canceled, or suspended for failure to comply with this section, CONTRACTOR shall have no claims for damages against the Unified Government on account of such termination, cancellation, or suspension or declaration of ineligibility.

g. CONTRACTOR shall maintain sufficient records to document that, under all aspects of this Agreement, it has acted in a manner which is in full compliance with the Kansas Act Against Discrimination. Such records shall at all times remain open to inspection by the Kansas Human Rights Commission or by the Unified Government.

h. CONTRACTOR, in carrying out this Agreement, shall also comply with all other applicable existing federal, state, and local laws relative to equal opportunity and nondiscrimination, all of which are incorporated by reference and made a part of this Agreement.

12. Representations.

CONTRACTOR makes the following representations:

- a. The price submitted is independently arrived at without collusion.
- b. It has not knowingly influenced and promises that it will not knowingly influence a Unified Government employee or former Unified Government employee to breach any of the ethical standards set forth in Article XII of the Procurement Code of the Unified Government of Wyandotte County/Kansas City, Kansas.
- c. It has not violated, and is not violating, and promises that it will not violate the prohibition against gratuities and kickbacks set forth in §29-635 (Gratuities and Kickbacks) of the Procurement Code.
- d. It has not retained and will not retain a person to solicit or secure a Unified Government contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except for retention of bona fide employees or bona fide established commercial selling agencies for the purpose of securing business.

13. Waiver of Breach. The waiver by either party of a breach of any provision of this Agreement will not operate or be construed as a waiver of any subsequent breach by such party.

14. Severability. If a court of competent jurisdiction declares any part of this Agreement to be invalid, the balance of the agreement will remain valid and enforceable.

15. Entire Agreement. This Agreement and its attachments set forth the parties' entire agreement. Neither party has made any oral or side agreements or representations not contained in this Agreement. This is a legal document and not a mere recital and is binding upon the parties, their representatives, and successors in interest.

16. Disclaimer of Liability. The Unified Government shall not hold harmless or indemnify CONTRACTOR for any liability whatsoever.

17. Termination for Default. If CONTRACTOR refuses or fails to perform any of the provisions of this Agreement with such diligence as will ensure its completion within the time specified in this Agreement, or any extension thereof, or commits any other substantial breach of this Agreement, the Procurement Officer may notify CONTRACTOR in writing of the delay or nonperformance and, if not cured in ten days or any longer time specified in writing by the Procurement Officer, such officer may terminate CONTRACTOR's rights to proceed with the Agreement or such part of the Agreement as to which there has been delay or a failure to properly perform.

The Unified Government shall pay CONTRACTOR the costs and expenses and reasonable profit for services performed by CONTRACTOR prior to receipt of the notice of termination; however, the Unified Government may withhold from amounts due CONTRACTOR such sums as the Procurement Officer deems to be necessary to protect the Unified Government against loss caused by CONTRACTOR because of the default.

Except with respect to defaults of subcontractors, CONTRACTOR shall not be in default by reason of any failure in performance of this Agreement in accordance with its terms if CONTRACTOR has notified the Procurement Officer within 15 days of the cause of the delay and the failure arises out of causes such as acts of God, acts of the public enemy, act of the Unified Government and any other governmental entity in its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, or other labor disputes. If the failure to perform is caused by the failure of a subcontractors to perform or to make progress, and if such failure arises out of causes similar to those set forth above, CONTRACTOR shall not be deemed to be in default, unless the services to be furnished by the subcontractors were reasonably obtainable from other sources in sufficient time to permit CONTRACTOR to meet the contract requirements. Upon request of CONTRACTOR, the Procurement Officer shall ascertain the facts and extent of such failure, and, if such officer determines that any failure to perform was occasioned by any one or more of the excusable causes, and that, but for the excusable cause, CONTRACTOR's progress and performance would have met the terms of the Agreement, the time for completion of the Agreement shall be revised accordingly.

If, after notice of termination of CONTRACTOR 's right to proceed under the provisions of this clause, it is determined for any reason that CONTRACTOR was not in default under the provisions of this clause, and both the Unified Government and CONTRACTOR agree, the rights and obligations of the parties shall be the same as if the notice of termination had not been issued.

The following acts committed by CONTRACTOR will constitute a substantial breach of the Agreement and may result in termination of the Agreement:

If CONTRACTOR is adjudged bankrupt or insolvent;

If CONTRACTOR makes a general assignment for the benefit of his creditors;

If a trustee or receiver is appointed for CONTRACTOR or any of his property;

If CONTRACTOR files a petition to take advantage of any debtor's act or to reorganize under bankruptcy or applicable laws;

If CONTRACTOR repeatedly fails to supply sufficient services;

If CONTRACTOR disregards the authority of the Procurement Officer;

Acts other than those specified may constitute substantial breach of this Agreement.

18. Termination for Convenience. The Procurement Officer may, when the interests of the Unified Government so require, terminate this contract in whole or in part, for the convenience of the Unified Government. The Procurement Officer shall give written notice of the termination to CONTRACTOR specifying the part of the contract terminated and when termination becomes effective.

CONTRACTOR shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination CONTRACTOR will stop work to the extent specified. The Procurement Officer shall pay CONTRACTOR the following amounts:

All costs and expenses incurred by CONTRACTOR for work accepted by the Unified Government prior to CONTRACTOR's receipt of the notice of termination, plus a reasonable profit for said work.

All costs and expenses incurred by CONTRACTOR for work not yet accepted by the Unified Government but performed by CONTRACTOR prior to receipt of the notice of termination, plus a reasonable profit for said work.

Anticipatory profit for work and services not performed by CONTRACTOR shall not be allowed.

19. Disputes. All controversies between the Unified Government and CONTRACTOR which arise under, or are by virtue of, this Agreement and which are not resolved by mutual agreement, shall be decided by the Procurement Officer in writing, within 30 days after a written request by CONTRACTOR for a final decision concerning the controversy; provided, however, that if the Procurement Officer does not issue a written decision within 30 days after written request for a final decision, or within such longer period as may be agreed upon by the parties, then CONTRACTOR may proceed as if an adverse decision had been received.

The Procurement Officer shall immediately furnish a copy of the decision to CONTRACTOR by certified mail, return receipt requested, or by any other method that provides evidence of receipt. Any such decision shall be final and conclusive, unless fraudulent, or CONTRACTOR brings an action seeking judicial review of the decision in the Wyandotte County, Kansas District Court.

CONTRACTOR shall comply with any decision of the Procurement Officer and proceed diligently with performance of this Agreement pending final resolution by the Wyandotte County District Court of any controversy arising under, or by virtue of, this Agreement, except where there has been a material breach of the Agreement by the Unified Government; provided, however, that in any event CONTRACTOR shall proceed diligently with the performance of the Agreement where the Purchasing Director has made a written determination that continuation of work under the contract is essential to the public health and safety.

Notwithstanding any language to the contrary, no interpretation shall be allowed to find the Unified Government has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of any contingency. Further, the Unified Government shall not agree to pay attorney fees and late payment charges.

20. Ownership of Materials. *All property rights, including publication rights, in all interim, draft, and final reports and other documentation, including machine-readable media, produced by CONTRACTOR in connection with the work pursuant to this Agreement, shall be in the Unified Government.*

21. Availability of Records and Audit. CONTRACTOR agrees to maintain books, records, documents, and other evidence pertaining to the costs and expenses of the services provided under the Agreement (hereinafter collectively called "records") to the extent and in such detail as will properly reflect all net costs, direct and indirect, of labor, materials, equipment, supplies, and services, and other costs and expenses of whatever nature for which reimbursement is claimed under the provisions of this Agreement. CONTRACTOR agrees to make available at the offices of the Unified Government at all times during the period set forth in the Request for Proposals any of the records for inspection, audit, or reproduction by any authorized representative of the Unified Government. Except for documentary evidence delivered to the offices of the Unified Government, CONTRACTOR shall preserve and make available to persons designated by the Unified Government his records for a period of three years from the date of final payment under the Agreement or until all audit questions have been resolved, whichever period of time is longer.

22. No Limit of Liability. Nothing in this Agreement shall be construed to limit CONTRACTOR's liability to the Unified Government as such liability may exist by or under operation of law.

23. Indemnification. CONTRACTOR shall indemnify, defend, and hold the Unified Government harmless from and against all claims, losses, damages, judgments or costs arising from or in any way related to CONTRACTOR's activities to be carried out pursuant to the obligations of this Agreement. This indemnification shall not be subject to any limitations of remedies or warranties which are contained in this or any other agreement and shall survive termination of this or any other agreement between the parties hereto or thereto.

24. Governing Law. The Agreement and the rights and obligations of the parties hereunder are to be governed by and construed and interpreted in accordance with the laws of the State of Kansas applicable to contracts made and to be performed wholly within Kansas, without regard to choice or conflict of laws rules. The parties hereto submit to the exclusive jurisdiction of and venue in the state courts located in Wyandotte County, Kansas, or the U.S. District Court, District of Kansas, for purposes of any suit arising hereunder instituted by any party.

25. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. Electronic and digital format signatures (e.g., .JPG, .PDF) shall be considered as original signatures. A signed copy of this Agreement delivered by facsimile, e-mail, or other means of Electronic Transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

Core 4 Tax Clearance

The Unified Government of Wyandotte County/Kansas City, KS, Johnson County KS, City of Kansas City MO, and Jackson County MO, (collectively the “Local Governments”), have agreed to cooperate with each other to ensure that tax funded contracts are performed by Contractors in compliance with the Tax Laws of the Local Governments. Contractor agrees that the Contractor shall be in compliance with the respective Tax Laws of the Local Governments throughout the term of this contract and any contract renewals and that proof of Contractor’s compliance with the Tax Laws of the Local Governments shall be a condition of award. All Contractors entering into a contract and all subsequent renewals with the Unified Government of Wyandotte County in the amount of \$50,001.00 or more must obtain a Tax Clearance Certification. The Tax Clearance Certification must be signed by an authorized official from all four (4) of the “Local Governments” and submitted to the Unified Government Procurement and Contract Compliance Department. The Tax Clearance Certification shall be valid for a period of one year from the date of issuance and shall not be dated more than sixty (60) days prior to any notice of intent to contract by the County. (Form ***will be provided by the Unified Government***).

ATTACHMENTS

- 1) Signature Page Attachment “A”
- 2) Debarment Suspension Form Attachment “B”
- 3) Application for Evidence-based Programs Fund Attachment “C”
- 4) JCAB Funds Request Form “Attachment D”

Attachment A - Signature Page

By submission of this response, the undersigned certifies that the respondent has the full authority to execute the services and to execute any resulting contract awarded as the result of, or on the basis of, the response.

I hereby certify that the attached response has been prepared in compliance with the specifications and that the proposals are valid for a period of 120 days.

Authorized Representative: _____

Signature: _____

Title: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone: _____

Fax: _____

E-Mail: _____



ATTACHMENT B

REQUEST FOR QUALIFICATIONS N41223

DEPARTMENT OF PROCUREMENT & CONTRACT COMPLIANCE

SUPPLIER CERTIFICATION REGARDING DEBARMENT AND/OR SUSPENSION

This certification needs to be completed by all Unified Government Suppliers who are fulfilling a single procurement in excess of \$50,000.00. Please complete, sign, and submit the form to the Unified Government Procurement Department (address at the bottom):

1. The undersigned certifies, to the best of his or her knowledge and belief, that:

- a. The Offeror and/or any of its Principals:

i. _____ Are _____ Are not
Presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

ii. _____ Have _____ Have not

Within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

iii. _____ Are _____ Are not

Presently indicted for, or otherwise criminally or civilly charged by a government entity with, commission of any of the offenses enumerated in section (1) (a)(ii) of this provision; and

iv. _____ Have _____ Have not

Within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

2. "Principals," for the purpose of this certification, means officer; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions). This Certification concerns a matter within the jurisdiction of

an agency of the United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution.

3. The Offeror shall provide immediate written notice to the Procurement Department if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances;
4. A certification that any of the items in this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Unified Government Procurement Department may render the Offeror non-responsive;
5. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings; and
6. The certification of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Unified Government Procurement Department may terminate the contract resulting from this solicitation for default.

Authorized Supplier Representative

Name (printed)

Signature

Title

Date

ATTACHMENT C

Application for Evidence-based Programs Fund

Program Name: _____

Contact Information

In this section, please provide contact information for the organization. Application must also include a contact for follow-up questions.

Contact Information

Name: _____

Title: _____

Organization: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Contact for Follow-Up Questions (if different)

Name: _____

Title: _____

Organization: _____

Address: _____

City, State, Zip: _____

Phone Number: _____

Email Address: _____

Please provide responses for the following requested information. If not enough space is provided, please attach documentation for your responses to the application of the Evidence-based Programs Fund (Attachment C).

Supplemental Question #1:

NEW SUBGRANTEES ONLY: How long will it take your program to be operational (maximum of 90 days)? If you anticipate a delayed start date, does your budget reflect the delayed start (e.g., it will take 3 months to hire a program coordinator; therefore, the budget should only include 9 months of salary and benefits as opposed to 12)?

Supplemental Question #2:

What is the minimum amount your agency will need to operate your program in SFY 2026 and SFY 2027 (consider the prioritized costs, wants vs. needs, and/or delayed start)?

Supplemental Question #3:

How will your program respond to turnover in direct service positions? Will service delivery be modified, interrupted, or postponed until vacant positions can be filled? If yes, how will this impact the deliverables, youth, families, and your referral sources?

Supplemental Question #4:

What strategies will your agency use to engage the community and educate them regarding the availability of this program? What will be your approach to soliciting referrals and communicating achievements, challenges, and outcomes?

Supplemental Question #5:

What is your agency's approach and capacity to deliver services in-person and/or virtually? What hours and days are your agency available to meet with youth and/or families to provide your program? How many hours a week does your agency anticipate being open to youth and/or families?

Supplemental Question #6:

What is your agency's definition of a youth's "successful" program completion? Be specific.

JCAB Fund Application Signature Page

Signatures on this page indicate agreement with the proposal and approval from each party.

Signature of Applicant

Signature of Applicant

Date

Printed Name of Applicant

Name of Organization

JCAB Signature

Signature of JCAB Chair

Date

Printed Name of JCAB Chair

Attachment D

JCAB Funds Request Form - Spreadsheet