

RFP 010-0-2011/AT Sumter County Misdemeanor Probation Services – Selection Committee Meeting held on June 17, 2011.

The meeting began at 9:00am in Room 208 located within The Villages Sumter County Service Center, 7375 Powell Road, Wildwood, FL 34785.

Judge Skidmore, Bradley Arnold, and Deb Barsell were present representing the Selection Committee.

Amanda Taylor was present to represent county staff.

Amanda stated the recommendation from the Selection Committee will be taken to the Sumter County Board of County Commissioners on June 28, 2011.

Amanda then turned the meeting over to the Selection Committee.

Bradley stated he wanted to make Judge Skidmore aware of Providence's submission not being properly marked when received. He stated he didn't mark them low on scoring for that but was concerned about the company not being able to follow simple addressing instructions as stated within the RFP.

The Selection Committee discussed the two proposing firms. The Committee agreed that Providence did not submit a proposal as thorough as Professional Probation Services. Providence lacked staffing level information, resumes, and detailed information on how they would fulfill the contract with Sumter County.

The Selection Committee then scored the two proposing firms as follows:

	Providence Community Corrections, Inc.	Professional Probation Services (PPS)
Judge Skidmore	3.35	4.55
Bradley Arnold	4.1	4.8
Deb Barsell	3.60	4.65
TOTALS	11.05	14.0

*Score sheets are attached.

Bradley made a recommendation to award and enter into contract negotiations with PPS on June 28, 2011 to the Sumter County Board of County Commissioners with a contract start date of August 1, 2011. Deb seconded and all agreed.

The meeting ended at 9:35am.

10-17-11
PPS
Barsell

PART 2 EVALUATION AND AWARD

PROPOSALS EVALUATION

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*Corporate
supervision
inclusion*

	Score	X	Weight	=	Rating
1. Cost proposal and schedule of fees for services.	<u>5</u>		<u>0.20</u>		<u>1</u>
2. Firm's qualifications, employees assigned to the County, staffing level and approach, accounting procedures, and financial stability.	<u>4</u>		<u>0.25</u>		<u>1</u>
3. Demonstrated ability to perform the services as described within this RFP and experience providing similar service to local governments or court systems of the same size and scope.	<u>5</u>		<u>0.20</u>		<u>1</u>
4. Firm's approach to the project and transition plan	<u>5</u>		<u>0.15</u>		<u>.75</u>
5. Rehabilitative services provided	<u>4</u>		<u>0.10</u>		<u>.40</u>
6. Use of Technology	<u>5</u>		<u>0.10</u>		<u>.50</u>
SCORE:					<u>4.65</u>
0 = Non-Responsive					
1 = Poor					
2 = Fair					
3 = Average (Included only minimum of what was asked for on subject criteria)					
4 = Good					
5 = Excellent					

Do not attempt to contact any Selection Committee Member, staff member or person other than Mrs. Amanda Taylor for questions relating to this project. Anyone attempting to lobby Sumter County BOCC representatives may be disqualified.

The Selection Committee Members shall be: Bradley Arnold, County Administrator; The Honorable Thomas Skidmore, County Judge, and Deb Barsell, Community Services Division Director.

Recommendation of award will be provided on Demand Star once award is made at www.demandstar.com. The award will be based on the Proposal that is most advantageous to

6-17-11
PCC
Barsell

**PART 2
EVALUATION AND AWARD**

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Non responsive to call back in Sumter

	Score	X	Weight	=	Rating
1. Cost proposal and schedule of fees for services.	<u>5</u>		<u>0.20</u>		<u>1</u>
2. Firm's qualifications, employees assigned to the County, staffing level and approach, accounting procedures, and financial stability.	<u>3</u>		<u>0.25</u>		<u>.75</u>
3. Demonstrated ability to perform the services as described within this RFP and experience providing similar service to local governments or court systems of the same size and scope.	<u>3</u>		<u>0.20</u>		<u>.60</u>
4. Firm's approach to the project and transition plan	<u>3</u>		<u>0.15</u>		<u>.45</u>
5. Rehabilitative services provided	<u>4</u>		<u>0.10</u>		<u>.40</u>
6. Use of Technology	<u>4</u>		<u>0.10</u>		<u>.40</u>

SCORE:
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 1 = Poor
 2 = Fair
 3 = Average (Included only minimum of what was asked for on subject criteria)
 4 = Good
 5 = Excellent

3.60

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Bradley S. Arnold

6-17-11

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	Score	X	Weight	=	Rating	
1. Cost proposal and schedule of fees for services.	4	BSA	<u>0.20</u>		0.80	EXISTING (\$50 PROBATION FEE)
2. Firm's qualifications, employees assigned to the County, staffing level and approach, accounting procedures, and financial stability.	<u>5</u>		<u>0.25</u>		<u>1.25</u>	CURRENT EMPLOYEES PROPOSED AND SERVICES ALREADY EVALUATED DURING PILOT PROJECT.
3. Demonstrated ability to perform the services as described within this RFP and experience providing similar service to local governments or court systems of the same size and scope.	<u>5</u>		<u>0.20</u>		<u>1.00</u>	PILOT PROJECT WAS VERY SUCCESSFUL IN DEMONSTRATING THIS
4. Firm's approach to the project and transition plan	<u>5</u>		<u>0.15</u>		<u>0.75</u>	
5. Rehabilitative services provided	<u>5</u>		<u>0.10</u>		<u>0.50</u>	
6. Use of Technology	<u>5</u>		<u>0.10</u>		<u>0.50</u>	

SCORE:

0 = Non-Responsive

1 = Poor

2 = Fair

3 = Average (Included only minimum of what was asked for on subject criteria)

4 = Good

5 = Excellent

TOTAL = 4.8

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Bradley S. Arnold
6-17-11

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	Score	X	Weight	=	Rating	
1. Cost proposal and schedule of fees for services.	<u>5</u>	BSA	<u>0.20</u>		1.00 0.75	BSA (\$40 PROBATION FEE)
2. Firm's qualifications, employees assigned to the County, staffing level and approach, accounting procedures, and financial stability.	<u>3</u>		<u>0.25</u>		<u>0.75</u>	POC - No Resumes No PROPOSED LEVEL OF EMPLOYEES STAFFING
3. Demonstrated ability to perform the services as described within this RFP and experience providing similar service to local governments or court systems of the same size and scope.	<u>3</u>		<u>0.20</u>		<u>0.60</u>	FAILURE TO COMPLY W/ TRANSMISSION OF PROPOSAL
4. Firm's approach to the project and transition plan	<u>5</u>		<u>0.15</u>		<u>0.75</u>	
5. Rehabilitative services provided	<u>5</u>		<u>0.10</u>		<u>0.50</u>	
6. Use of Technology	<u>5</u>		<u>0.10</u>		<u>0.50</u>	

SCORE:

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- 2 = Fair
- 3 = Average (Included only minimum of what was asked for on subject criteria)
- 4 = Good
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TOTAL 4.1

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RPS

Judge Skidmore
6-17-11

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	Score	X	Weight	=	Rating
1. Cost proposal and schedule of fees for services.	<u>4</u>		<u>0.20</u>		<u>0.8</u>
2. Firm's qualifications, employees assigned to the County, staffing level and approach, accounting procedures, and financial stability.	<u>5</u>		<u>0.25</u>		<u>1.25</u>
3. Demonstrated ability to perform the services as described within this RFP and experience providing similar service to local governments or court systems of the same size and scope.	<u>5</u>		<u>0.20</u>		<u>1.0</u>
4. Firm's approach to the project and transition plan	<u>4</u>		<u>0.15</u>		<u>0.6</u>
5. Rehabilitative services provided	<u>4</u>		<u>0.10</u>		<u>0.4</u>
6. Use of Technology	<u>5</u>		<u>0.10</u>		<u>0.5</u>
SCORE:					<u>4.55</u>
0 = Non-Responsive					
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Providence

Judge Skidmore
6-17-11

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	Score	X	Weight	=	Rating
1. Cost proposal and schedule of fees for services.	<u>3</u>		<u>0.20</u>		<u>0.6</u>
2. Firm's qualifications, employees assigned to the County, staffing level and approach, accounting procedures, and financial stability.	<u>3</u>		<u>0.25</u>		<u>0.75</u>
3. Demonstrated ability to perform the services as described within this RFP and experience providing similar service to local governments or court systems of the same size and scope.	<u>3</u>		<u>0.20</u>		<u>0.6</u>
4. Firm's approach to the project and transition plan	<u>4</u>		<u>0.15</u>		<u>0.6</u>
5. Rehabilitative services provided	<u>4</u>		<u>0.10</u>		<u>0.4</u>
6. Use of Technology	<u>4</u>		<u>0.10</u>		<u>0.4</u>
SCORE:					<u>3.35</u>
0 = Non-Responsive					
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