

GOVERNMENT OF THE DISTRICT OF COLUMBIA

Office of the Attorney General



Request for Qualifications.: OAG-FY18-H-0007

Caption: Training and Community Outreach Services

Issuance Date: June 29, 2018

Due Date: July 3, 2018

Training and Community Outreach Services

The District of Columbia Office of the Attorney General (the “District”) is seeking to qualify community based organizations to provide high quality; structured training, community outreach and related supportive services developed for a violence reduction program by CURE Violence. Qualified organizations will be invited to submit proposals for Human Care Agreement type contracts on an as needed basis. The current need is to award two Human Care Agreement through September 30, 2018. However, the need for additional HCA could increase post October 1, 2018.

Background

- Washington DC is currently experiencing an uptick in shootings and homicides year-to-date compared to last year at this time. The Attorney General for the District of Columbia as well as other policymakers and DC City Council members believe that we need to invest more resources in a public health approach to violence reduction that works to stop shootings and homicides before they happen. Given the high intensity of these crimes in a handful of neighborhoods in the District, DC Attorney General Karl Racine seeks to invest funding appropriated by the Council in targeted neighborhoods with longstanding chronic conflict.
- Attorney General Racine engaged the services of Cure Violence, a national organization with a proven track record of building local capacity to quickly reducing violence in neighborhoods with the most entrenched histories of violence. The Cure Violence health model is used by more than 50 communities in the U.S., as well as countries ranging from El Salvador to South Africa to Syria. Cities and organizations implementing the Cure Violence health model regularly experience reductions in violence within the first year ranging from 40-70% and greater reductions in subsequent years. CURE Violence provides cities and organizations with the training and technical assistance to effectively implement the Cure Violence model.
- Attorney General Racine sought the assistance of CURE Violence in order to build the intellectual capital of local DC residents who have been successfully doing violence interruption for years with little resources. This funding will help build the infrastructure of nonprofits to do violence interruption / reduction work, will employ local residents who care passionate about making their neighborhoods safer, and help build the capacity of the DC residents doing this work to document their efforts and demonstrate the value of their work in reducing violence.

- The Cure Violence technical assistance providers help local officials and community members identify the most dangerous neighborhoods. They help local community based organizations and government agencies hire and aggressively train violence interrupters who have credibility and access to the small number of highly risky individuals in that neighborhood. The strategy also involves accessing services for some of the most risky individuals, and building community activism to change the norms around tolerance of violence in the neighborhood.
- The objective of this funding is to have a community-based organization successfully implement the violence reduction work as specified by CURE Violence, but tailored to the District.
- By the end of the fiscal year, OAG seeks to have the two selected CBOs employing staff that are trained and supervised to do violence reduction work in the target communities. They will be doing violence interruption, community outreach, and community norm changing work in the target neighborhoods.

1. GENERAL REQUIREMENTS

1. Provider must shall collect and report data on violence reduction and outreach regularly.
2. Provider must have experience working with individuals with high risk of committing crime in one of the following two neighborhoods: Congress Heights/Bellevue/Washington Highlands or Ivy City/Trinidad/Arboretum.
3. Provider must have experience in services, such as mentoring, counseling, or resource referrals to individuals in one of the following two neighborhoods: Congress Heights/Bellevue/Washington Highlands or Ivy City/Trinidad/Arboretum.
4. The Provider has years of experience doing service delivery with communities in one of the following two neighborhoods: Congress Heights/Bellevue/Washington Highlands or Ivy City/Trinidad/Arboretum.
5. The provider is known to residents in one of the following two neighborhoods: Congress Heights/Bellevue/Washington Highlands or Ivy City/Trinidad/Arboretum.
6. Due to the provider's credibility with the target communities and knowledge of individuals in the target communities, it has the ability to accomplish the work in the required timeframe.
7. The Provider shall demonstrate that they have appropriate licensure, insurance, and clearances to be contracted with by DC government. The CBO does not need to be large, but must have experience managing grants and contracts.
8. Additional hiring as needed - Violence interruption and community outreach has been done in the District and across the country for decades. However, CURE Violence will provide providers and staff with certain standard training, supervision, and data collection and recording. This rigor is appropriate when violence reduction is focused intensely in neighborhoods with the most entrenched violence and conflict. The providers must be willing to learn and implement the CURE violence strategies in the target neighborhoods. It will be the provider's responsibility to hire individuals, allow CURE Violence to train the individuals, and support the implementation of the work within the organization.

2. QUALIFICATION SUBMISSION REQUIREMENTS

The qualification package must be submitted as “Request for qualification response to Solicitation No.OAG-FY18-H-0007” The response shall at a minimum, include:

Applicants must submit their CQR package via email to oag.businessopportunities@dc.gov. All CQR packages must be received by **July 3, 2018 at 9:00 a.m.** event **OAG-FY18-H-0007 – Request For Qualification –Training and Community Outreach Services**. When submitting your CQR package, please place “Contractor Qualification Record for [name of organization]” in the subject line of the email. Also, **all packages must be in pdf format (NO EXCEPTIONS)**. Please note that applicants should only use this email address to submit completed CQR packages and that any and all questions related to this request for qualification must be submitted via email to oag.businessopportunities@dc.gov

3. ORGANIZATION, SUBMISSION AND CONTENT OF SOQ

- 3.1 To facilitate the District’s review of the Provider’s SOQ, Providers are directed to the specific qualification criteria in Sections 2.4 of this document. The Provider shall respond to the RFQ in a way that will allow the District to evaluate the Provider’s response. The Provider shall submit information in a clear, concise, factual and logical manner providing a narrative of comprehensive description of program services and delivery thereof. The use of illustrations such as diagrams, process flows, and charts in the Provider’s SOQ is encouraged to the extent that the Provider deems that the illustrations help in substantiating the Provider’s qualifications. The submission must fully address the information requested.

The titles of responses shall include the following:

- Company’s name
- Letter, Title and number of the sections being addressed.
- Solicitation number

4. QUALIFICATION CRITERIA

The guidelines that qualify an applicant consist of specific organizational requirements and specialized experience. Applicants may apply for multiple training areas.

Each applicant must submit a Contractor Qualification Record (CQR) package that includes the following:

1. A completed CQR form. (attached)
2. Capabilities Statement of the organization.
 - Provide a brief description of the organization and its mission, organizational structure, location, and qualifications to undertake this project. The District is particularly interested in the organization’s staff experience and qualifications relevant to the Scope of Work.
 - The Provider shall provide a current organizational chart that displays organizational relationships and identifies the staff member(s) with direct responsibility for administrative oversight and supervision for each activity required under this agreement, staff with training authority, staff with programmatic responsibility, and all other key staff.
3. The resumes and professional qualifications of the business or organization’s staff, including relevant professional or business licenses, affiliations, and specialties;

4. Information attesting to financial capability, including financial statements;

To include organization audit & financial statements: Financial statements (including without limitation cash flow statement, income statement, and balance sheet), audited prepared in accordance with generally accepted accounting principles for each of the immediately preceding two (2) years, or the duration of the applicant's existence, whichever is shorter.

5. Specialized experience and technical competence in the type of work required;

6. Capacity to accomplish the work in the required time;

The Provider shall demonstrate an ability to be ready to begin service delivery upon anticipated date of July 11, 218.

7. A certification of compliance with all applicable tax and filing requirements;

- a. A Clean Hands certification showing compliance with all applicable tax and filing requirements

- b. License to operate the facility and District of Columbia Business License

REVIEW PANEL

CQR packages will be reviewed by subject matter experts selected by the Contracting Officer in consultation with OAG. The Review Panel will make a "qualified" or "not qualified" recommendation to the Contracting Officer based on the following:

1. Demonstrated past performance
2. Compliance with Organizational Requirements
3. Demonstrated Specialized Experience

HUMAN CARE AGREEMENT AWARD

The District intends to award *multiple* Human Care Agreements (HCA) resulting from this Request for Qualifications (RFQ) to the responsible Providers whose Statement of Qualification (SOQ) is deemed "Qualified".

The SOQ will be deemed "Qualified" or "Not Qualified" based upon the provider's capability to meet the Requirements as set forth in the RFQ.

Initial SOQs

The District may award a Human Care Agreement on the basis of initial SOQs received, with or without requesting additional information. Therefore, each initial SOQ should contain the Provider's best terms from a standpoint of cost or price, technical and other factors.