



SUN Service System RFPQ Community Informational Session

**Contracting with Multco
SUN RFPQ Process**

**August 14th, 2024
11:30am - 1.00pm**

Presented By:
Walter Rodriguez, SUN SS Supervisor
Lucas Hoelter, Procurement Analyst Sr
Marlina Hausmann, Program Specialist

Sr

Agenda

Part 1

1. Intro & Agenda - Marlina
2. Goals & Key Terms - Lucas
2. SUN SS Overview - Walter
3. SUN SS Service Delivery Categories:
Region & Culturally Specific Services- Walter
4. Questions and Answers - Marlina

Part 2

1. RFPQ Purpose - Marlina
2. Stage 1 & 2 Descriptions - Marlina
3. General Allocation Considerations - Walter
4. RFP Process and timeline - Walter
5. Questions and Answers - Marlina

Part 3

1. Procurement Role Overview - Lucas
2. Technical Requirements & MMP overview - Lucas
3. Evaluation Process Overview - Lucas
4. Contracting Phase - Lucas
5. Insurance Requirements - Lucas
6. Questions and Answers - Marlina

Raise
Hand

Chat

Q&A



Goal of this session:

Understand the “What” “When” and “How” of the SUN RFPQ Process

What?

- Know the programs and services in the SUN Service System
- Understand the 2 service delivery categories: Regional & Culturally Specific
- Understand the 2 stages of RFPQ and it's goals

When?

- Anticipated SUN RFPQ timeline

How?

- Understand the role of central procurement & DCHS procurement team
- Know how to access Marketplace (MMP) and how to look up a procurement event and submit a response
- Know about the evaluation process and the criteria
- Be informed of the contracting phase &
- insurance requirements

Not covered today

- *Service Delivery model and programming details

These items will be covered during Pre Proposal Sessions 1 (September) & 2 (November)

**SUN SS Service Delivery Model will be posted on our webpage before the RFPQ is released.*



Key Terms

SUN SS	Schools Uniting Neighborhoods Service System
RFPQ	Request for Pre Qualification
MMP	Multco Marketplace (MMP)- Multnomah County's on-line e-procurement, Supplier Portal, Sourcing and Contracting system
Sourcing Event	Any process in which Multnomah County solicits bids or proposals from suppliers.
Supplier	MMP Term for a Person or organization that provides a product or service
Supplier Portal	A module within Multco Marketplace for the Supplier to register and participate in business opportunities with the County.
Response	Suppliers submitted Bid or Proposal.
Buyer Attachment	Documents in the RFP that provide instructions or are required to be completed by supplier
Contractor	An entity with whom the County has a current contract.



SUN Service System Overview

Keep in mind...

Some service areas may be subject to change as we work with leaders and policy makers to address critical funding challenges.

This may mean, either during the procurement process or during contracting, changes to funding amounts for services and/or service levels and types.

We will communicate these changes as soon as they are known.



SUN Service System Overview

The SUN Service System (SUN SS) is a unique city-county-school-nonprofit partnership designed to align and integrate key social and support services for children, youth and their families toward two long-term outcomes: increased academic success for all youth, and an overall reduction in poverty in our community.

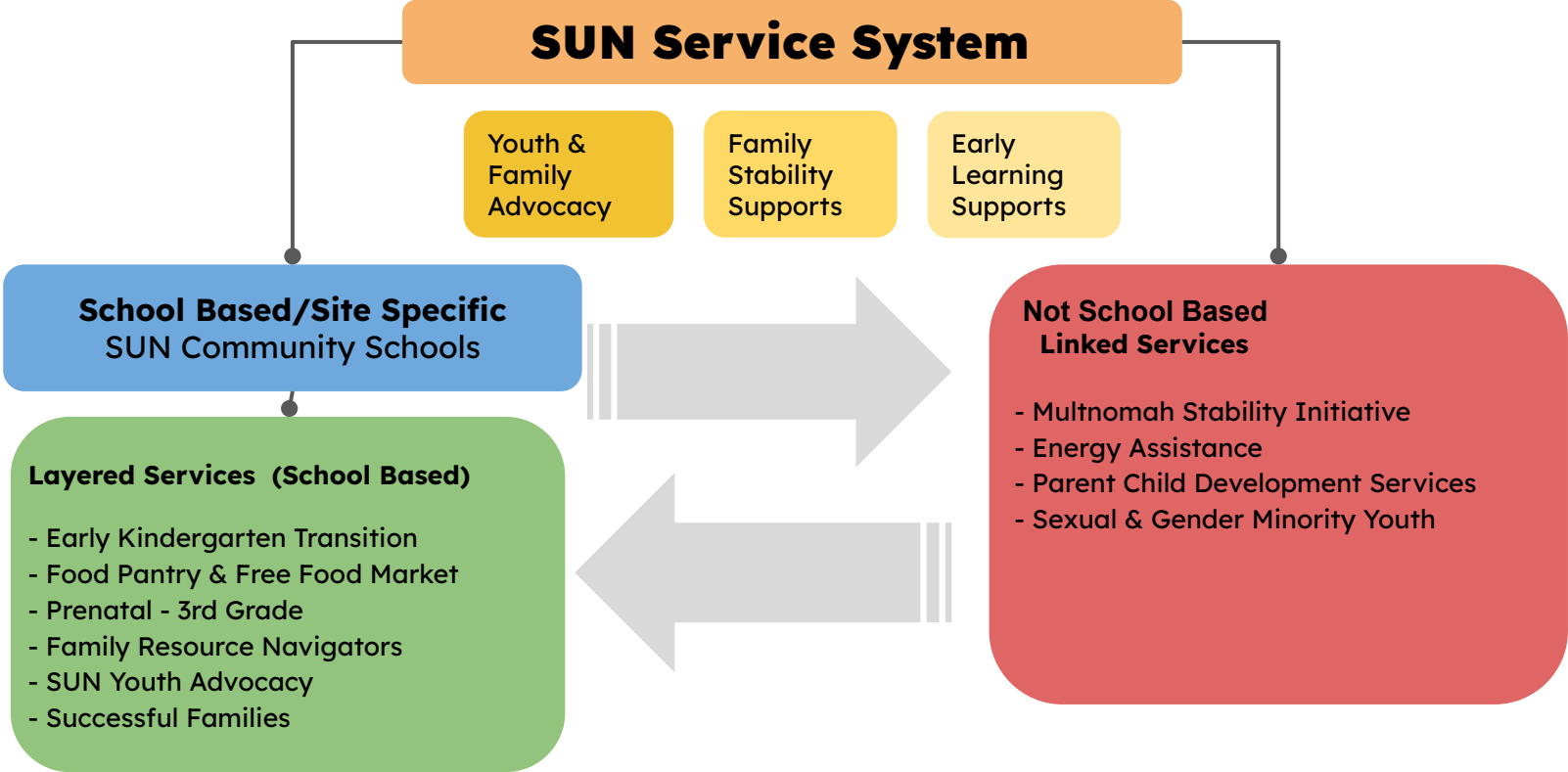


Our shared vision: A community that effectively engages and supports all children and families so they are healthy, educated and prosperous.






Mission: Collaborate to create an efficient system of supports that provides equitable opportunities for every child and family to thrive.







SUN Service System Overview



SUN Service System: FY 23 By The Numbers

	16,603	youths participated in SUN Community Schools
	70%	of youths served in SUN CS are people of color or from culturally specific communities
	2,239	households engaged in school food pantries weekly
	29,494	households received Energy Assistance
	10,710	people connected to Family Resource Navigators

	424	households served in MSI case management
	947	children and parents served in Successful Families program
	825	youths assisted through SUN Youth Adocacy
	413	children engaged in Parent Child Development Services with parents.



SUN Youth and Family Advocacy

Programs	Description
SUN Youth Advocacy (SYA)	Year-round, school-linked, and culturally-specific supports to youth and their families, with a focus on students experiencing the greatest educational barriers. Services include youth case management, academic support, skill building activities and family engagement.
Sexual and Gender Minority Youth Services (SGMY)	Counseling, skill building and support services to sexual and gender minority youth including the Sexual Minority Youth Resource Center (SMYRC) as well as technical assistance and training to SUN Service System through Bridge 13, school district staff, direct service staff and other essential partners. Services provided through New Avenues for Youth, SMYRC.
Successful Families	Provides culturally specific, community-based services and support for children of color age 12-17 and their families. Offers support for basic needs, self care, social-emotional learning and well-being. Provide some Early Learning services for 0-5 and financial literacy. (Offered in David Douglas and Reynolds SD)



SUN Family Stability Supports

Programs	Description
Multnomah Stability Initiative (MSI)	Offers a package of services to help households achieve stability and prosperity. Includes assistance with securing and maintaining housing and increasing income and assets.
Energy Assistance (EA)	Direct utility payments to income eligible households, along with energy education, case management, and other to services help households manage and pay for their energy costs.
Family Resource Navigators (FRN school based)	As part of the SUN Community School staff team, work alongside families to help reduce barriers and stressors in the home, and promote self-sufficiency, so that students can learn and families can thrive. Provide case management support and resource connection
SUN Food Pantry/ Free Food Market (school based)	Located at 27 SUN Community Schools that distribute food at least twice each month, preferably weekly, throughout the entire calendar year. The SUN School Free Food Market is a monthly distribution of fresh fruit and vegetables is in 3 SUN Community Schools.



SUN Early Learning Supports

Programs	Description
SUN Parent Child Development Services (PCDS)	Opportunities for parents to interact with their children (ages 0-5) in mentored settings with child development specialists. Home visits, parent education and parent/child playgroups.
Early Kindergarten Transition Program (EKT, school based)	For incoming kindergarten students and their families/caregivers to increase parental involvement in their children's learning, children's attendance in kindergarten, and children's success in school. Services include class time led by kindergarten teacher and family engagement activities.
Prenatal - 3rd Grade Program (P3 school based)	Focuses on engaging diverse families with young children. Instead of waiting until students are in kindergarten, P-3 schools reach out to the families of future students and warmly welcome them into the school. Services include, early learning activities & parent engagement and support.



SUN SS Service Delivery Categories

The SUN Service System has two principal service delivery methodologies.

REGIONAL

1. Geographically focused, using a regional structure to describe regional service catchment areas. The regions align with high school catchment areas and are as follows:

Region	High School Catchments
1	Cleveland, Franklin, Lincoln, Riverdale, Ida B. Wells
2	Jefferson, Grant, McDaniels, Roosevelt
3	David Douglas, Parkrose
4	Reynolds
5	Barlow, Centennial, Corbett, Gresham

CULTURALLY SPECIFIC

2. The second area is services prioritized for six culturally specific communities.

Six (6) culturally specific populations are:

African American

African Immigrant

Asian/ Pacific Islander

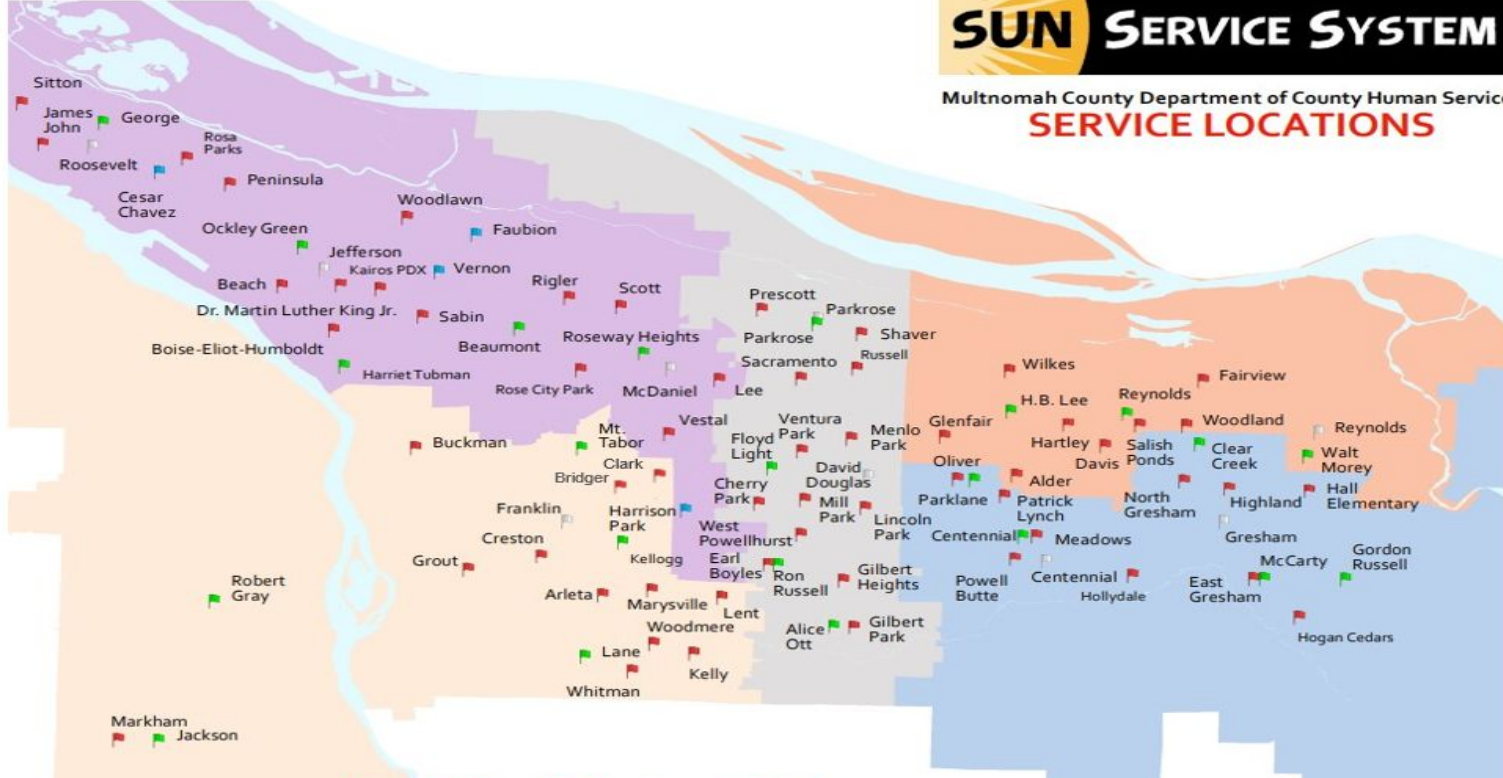
Latino/e/x

Native American

Slavic



SERVICE LOCATIONS



High School Clusters In Regions

- | | | | |
|---|---|-----------------------------|--|
| 1 Cleveland
Franklin
Lincoln
Riverdale
Ida B. Wells | 2 Grant
Jefferson
McDaniel
Roosevelt | 3 David Douglas
Parkrose | 5 Barlow
Centennial
Corbett
Gresham |
| | | 4 Reynolds | |

SUN Community Schools

- Elementary (57)
- K-8 (4)
- Middle (22)
- High (9)



August 2024



SUN SS Service Delivery Categories

Culturally Specific Services

One (1) or more Contractor/s will be selected to provide Culturally Specific school-based and school-linked services for each of the six (6) culturally specific populations in each of the service areas.

A single provider may be awarded more than one (1) Culturally Specific Population service area.

Six (6) culturally specific populations are:	Four (4) Categories Service Areas are:
African American	<ul style="list-style-type: none"> • SUN Community Schools • SUN Youth Advocacy Program • Multnomah Stability Initiative and Energy Assistance • SUN Parent-Child Development Services
African Immigrant	
Asian/ Pacific Islander	
Latino	
Native American	
Slavic	

***No single Contractor may be awarded more than 40% of the total SUN Service System resources.*



Current SUN SS Service Delivery Categories

Regional Services

One (1) Contractor will be selected for each of the five (5) geographic regions to provide layered and school linked services.

A single Provider may be awarded more than one (1) region but may not be awarded more than two (2) regions.

A single Provider may not be awarded two (2) regions AND simultaneously be a subcontractor in another region (See 2.12 – Contract Award).

Regional Services	
Region 1	Cleveland, Franklin, Lincoln, Riverdale, Ida B. Wells
Region 2	Jefferson, Grant, Madison, Roosevelt
Region 3	David Douglas, Parkrose
Region 4	Reynolds
Region 5	Barlow, Centennial, Corbett, Gresham

Layered & School Linked Services
<ul style="list-style-type: none">• SUN Community Schools<ul style="list-style-type: none">- EKT, P3, FRN, Food Pantry & Free Food Market Site• SUN Youth Advocacy Program• Multnomah Stability Initiative and Energy Assistance• SUN Parent-Child Development Services

***No single Contractor may be awarded more than 40% of the total SUN Service System resources.*



Q & A Engagement

Please use the “raise hand” feature to ask a question.

Type in the chat feature.

Use the Q&A feature (anonymous option available) Questions and Comments under the Q&A feature are automatically recorded.



SUN Request For Pre Qualification (SUN RFPQ)

SUN Service System went through a single stage procurement (RFP), 8 years ago in 2016. The next cycle of procurement was delayed due to the pandemic.

In 2023, in response to school districts, we pause for another year to explore possibilities for additional funding to meet the needs of families and providers, and to allow space for collaborative long-term planning with our SUN Service System funding partners (Sponsor's Table) and the SUN Coordinating Council.

Based on last procurement feedback from providers, we also used this time to improve and streamline the SUN procurement process to reduce barriers for entry and also to cast a wider net and provide more opportunities for everyone to contract with the county.



SUN Request For Pre Qualification (SUN RFPQ)

The purpose of this RFPQ is to build a pool of qualified providers to meet the needs of the SUN Service System. Being qualified does not automatically result in a contract.

This RFPQ is being offered during a time of continued budget fluctuation and uncertainty. The funding level of the programs will almost certainly vary from the amounts cited in this RFPQ prior to contract award on July 1, 2025 and thereafter. Adjustments may be downward or upward over this period.



RFPQ Stage 1

Screens for organizational capacity and experience in the community.

- Mission, values & history
- Experience, skills & knowledge in delivering services in the community
- Capacity - staffing, assets & resources, partnerships etc
- Responsiveness to needs of communities served

 If you are planning to be a subcontractor, you are required to apply at this stage.

Applications will be evaluated by a diverse committee with experiences in the program areas. Minimum score of 70% needed to qualify. Only qualified applicants will move forward to Stage 2.



RFPQ Stage 2

Screens for programmatic ability, skills and experience in Regional Services and/or Culturally Specific Services

- Choice of Regional and/or Culturally Specific Services
- Demonstrate understanding of the programs, services & the population described in the SUN RFPQ through examples of program development and service implementation

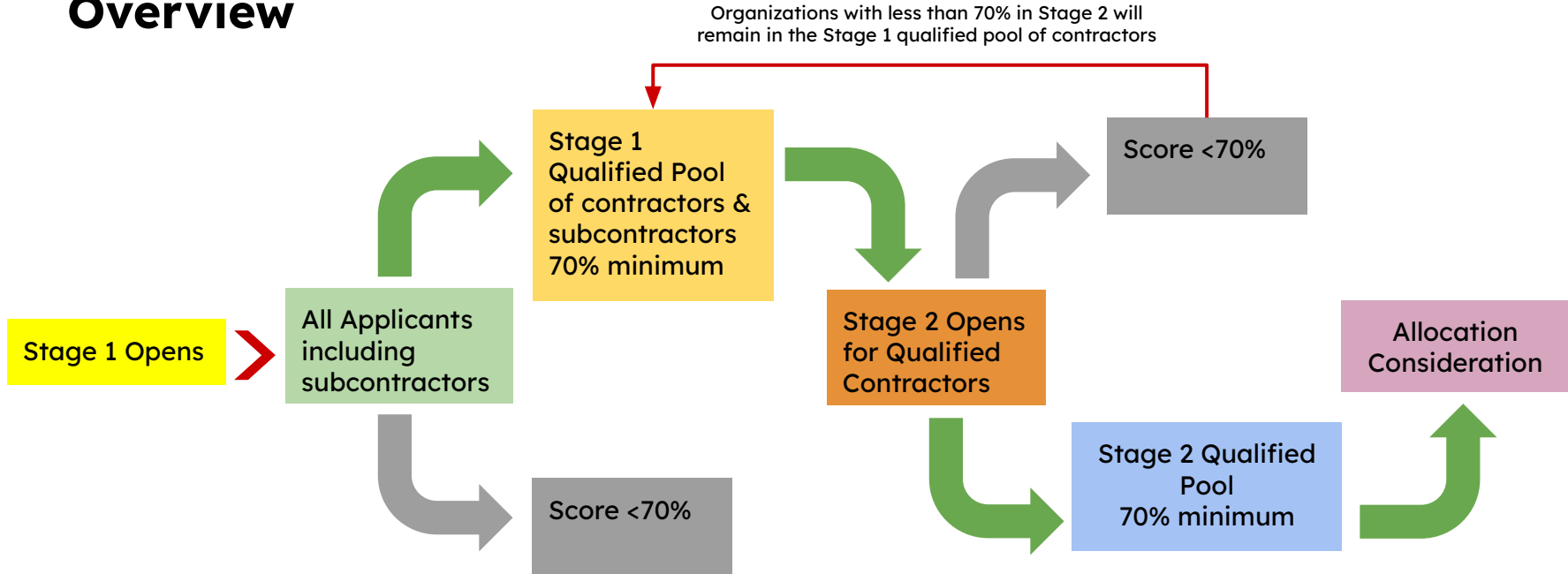
Applications will be evaluated by a diverse committee with experiences in the program areas. Evaluation will determine the final pool of qualified applicants. Minimum score 70%.

 ****Being qualified does not automatically result in a contract****

The SUN Service System will determine contract allocations.



RFPQ Process Overview



Contract Allocation Considerations

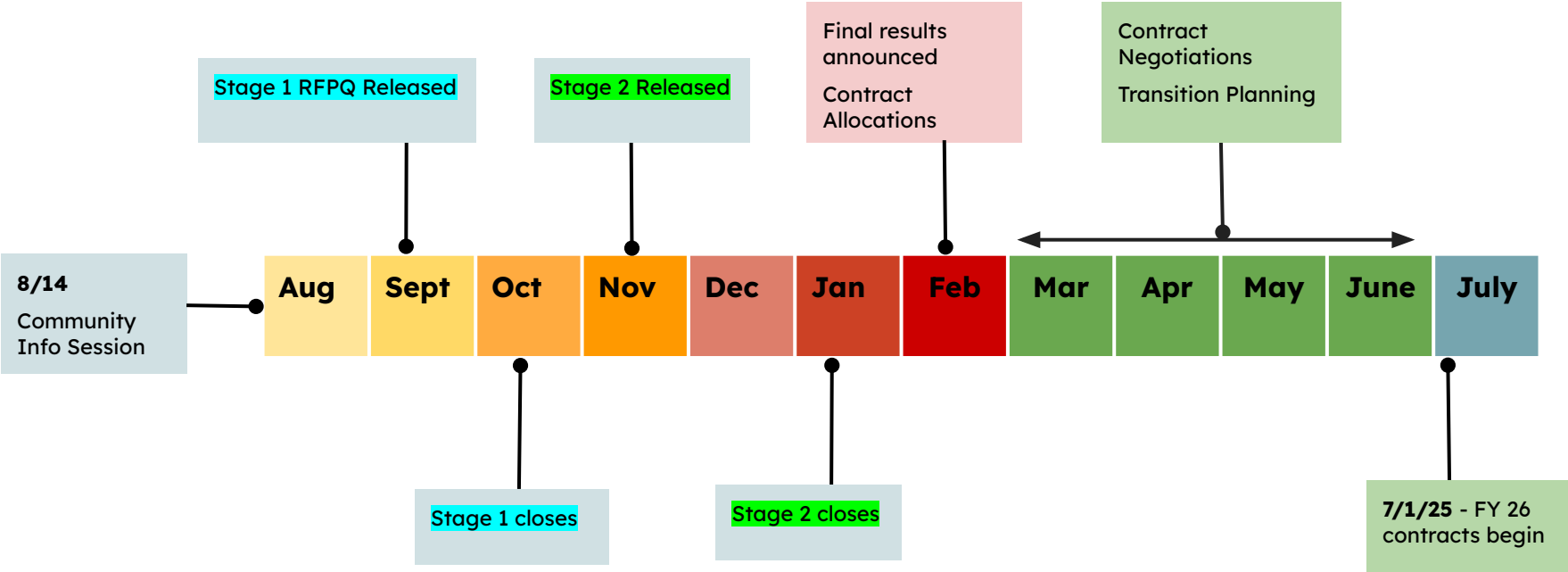
It will be possible to qualify under this RFPQ process and not receive a funding allocation due to resource limitations and other factors.

The Department does not guarantee any particular volume of business will be offered to any applicant who qualifies to provide services.

A major consideration is the contract size that allows for agencies to have internal capacity to support program implementation and maintenance.



RFPQ Process & Timeline



Q & A Engagement

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Procurement Role Overview

Central Purchasing Role

- Bids & Proposal Opportunities
- Point of Contact for Open Formal Sourcing Events
- MMP Technical help and support
- Facilitate Pre-Proposal Sessions
- Certification & Insurance



DCCHS Procurement Role

- Collaborates with Central Purchasing
- Support SUN SS team with RFP Draft
- Oversight for Marketplace Integration
- Ensure Compliance with applicable rules
- Confirm Buyer Attachments
- Review Evaluation Questions and Criteria



Technical Requirements & MMP Overview

Electronic Submissions

All procurements or sourcing events will be managed electronically in Multco Marketplace (MMP). Registration is available on Multnomah County's public website.



One registration per company.

<https://www.multco.us/purchasing/multco-marketplace-welcome-page>

EEO Certification Requirement

Multnomah County's PCRB Rule 60-0040 requires that all contractors furnishing goods and services to the County in excess of \$75,000 must be certified as an Equal Opportunity Employer.

Software Requirements

All of our Procurement files are provided in either Acrobat Reader® format (.pdf) or PKZIP® (.zip) format.



Technical Requirements & MMP Overview



- Multco Central Purchasing webpage overview
<https://www.multco.us/purchasing/how-do-business-county>
- Registering as a supplier in Multco MarketPlace
<https://www.multco.us/purchasing/multco-marketplace-welcome-page>
- How to Complete and Submit a Response to a Sourcing Event - MMP Supplier Guide
<https://www.multco.us/file/73233/download>
- Bid and Proposal Opportunities & MMP Video Guidance and Assistance
<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=Multnomah>



RFPQ Evaluation

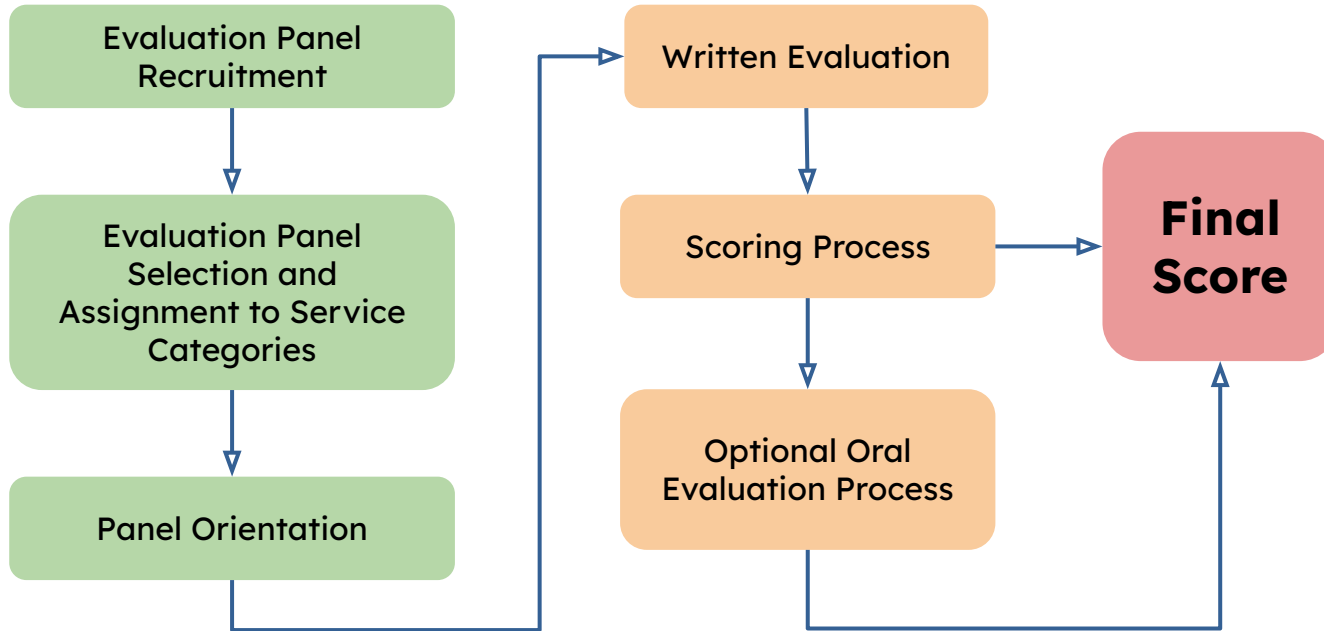
Each application will have a set of questions. Each questions will include specific criteria.

Evaluators will be asked to use the criteria as a guidance for scoring the proposals. The criteria is generally based on the requirements of the program and what is seen as necessary to be a capable provider of the described services. Scoring is based on the content of the proposal. Evaluators may not bring outside knowledge to the scoring. ***If it is not in the proposal, it cannot be considered.***

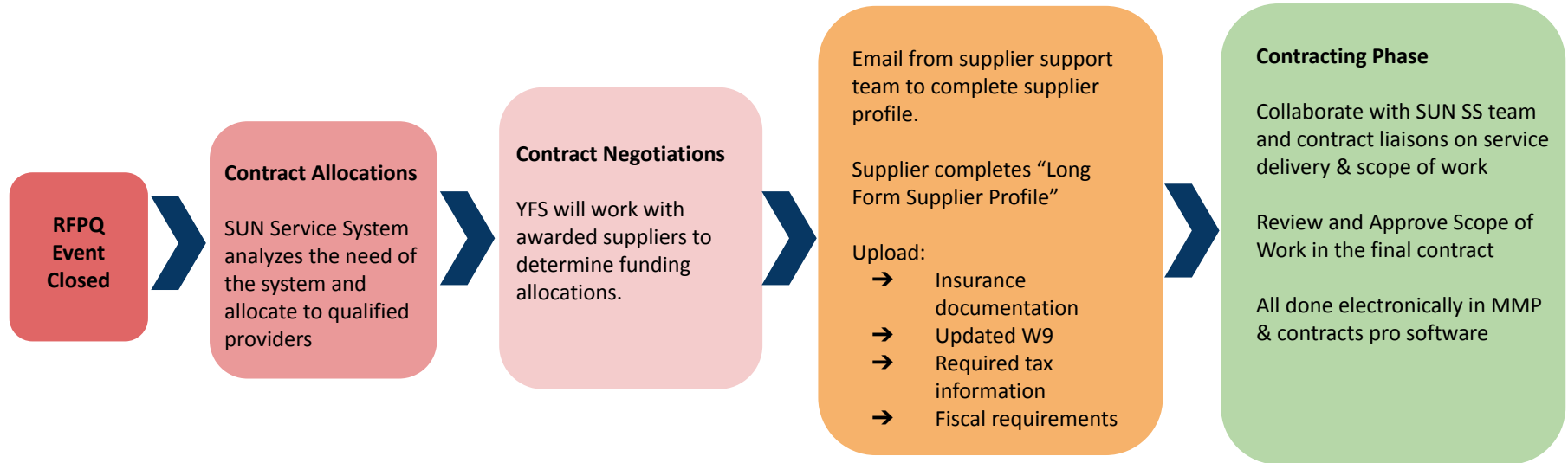
During the scoring session, program representatives from the SUN SS will be present to answer questions to the evaluation panel during the scoring sessions to help clarify program requirements for evaluators.



Evaluation Process Overview (Stage 1 & 2)



Contracting Phase



Supplier Guide: <https://www.multco.us/file/73237/download>

Resources: <https://www.multco.us/purchasing/how-do-business-county>



Current Insurance Requirements

Type of Insurance	Amount	Per Occurrence	Aggregate
Professional Liability	\$1,000,000	\$1,000,000	\$2,000,000
Commercial General Liability	\$1,000,000	\$1,000,000	\$2,000,000
Commercial Auto Liability	\$1,000,000	\$1,000,000	--
Workers Compensation	--	Required	--
Sexual Abuse/Molestation Liability	\$1,000,000	\$1,000,000	\$2,000,000

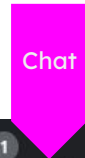


Q & A Engagement

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Thank You!



Questions?

Please email:

SUNprocurement@multco.us

Central Procurement contact: 503 988 5111

SUN RFP Info Webpage:

<https://www.multco.us/sun/sun-service-system-procurement-information>

**Stage 1 Pre Proposal Session in September
Please sign up on our webpage for reminders**

