

# Issue Analysis Form



**Date:** 06/09/2020  
**Item:** Award of Contract –  
CSA-Funded Private  
Educational Services  
**Lead Department(s):** Social Services / Finance  
**Contact Person(s):** Libby Vinsh; Betsy Drewry

## Description and Current Status

The County and school division currently utilize a number of private day facilities to furnish educational services to Prince George County PK-12 students through the Family Assessment and Planning Team (FAPT) / Children's Services Act (CSA). Finance & the Department of Social Services issued a request for proposals to formalize service expectations and rates with those educational providers.

**RFP #20-0701-24 "CSA-Funded Services for Private Day Educational Services"** was issued on March 4, 2020 and closed on April 2, 2020. This RFP and any addenda are available upon request and also available to view on eVA (the Commonwealth of Virginia's procurement platform).

**Nine (9) proposals** were received and evaluated by a staff committee consisting of:  
Shel Douglas, Director of Social Services  
Zettamae Ethington, School Director of Student Services  
Mary Bell, Children's Services Act Coordinator

The evaluation criteria for the providers included:

- Ability to meet Request for Proposal Terms
- Quality of vendor's history with Prince George County & Prince George County schools
- Understanding of responsibilities and qualifications
- Capability Statement – Experience and Training

The names of the responding providers is provided below:

The Lead Center  
United Methodist Family Services  
St. Joseph's Villa  
The Faison Center  
Rivermont School  
Dominion Youth Services  
Northstar Academy  
Specialized Youth Services of Virginia, DBA BREC Academy  
Believe-N-U Academic Development Center

**Attachment A** shows a provider proposal evaluation and interview score summary.

The staff recommendation is to contract with all responding providers to furnish educational services to students based on varying educational needs for FY2021 with four (4) possible annual renewals available.

As a result of the negotiation process, the County will see the following benefits:

- Annual rate increase cap of 2% (state-imposed limit)
- One monthly invoice from each provider – combined monthly invoice for tuition and additional third-party services
- Volume Discount Rate – reduction in rate per student if more students enrolled
- Discounted rate for distance learning services (discussed as a result of COVID-19)
- Placement hold rate – if student is unable to participate in distance learning or is hospitalized
- 2-week priority waiting list

Staff is requesting the board to authorize:

- Authorization for the County Administrator to execute contracts with all nine (9) providers who submitted proposals

A resolution draft for board consideration is included in the board packet. The resolution approves administrative execution of the contracts.

### **Government Path**

- |  |   |  |
|--|---|--|
| Does this require IDA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require BZA action?                  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action?  | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Does this require a public hearing?            | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| If so, before what date?                       | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

### **Fiscal Impact Statement**

There is no additional fiscal impact for the County. Annual services and costs vary depending on student needs and recommendations of the FAPT. The Children's Services Act (CSA) currently reimburses at a 62.84%, and the County's local match is 37.16%. The adopted FY2021 County budget includes \$1,350,000 for contracted educational day placement services; the adopted FY2020 total was \$1,537,000.

### **County Impact**

Approval of contracts will provide written expectations to Educational Service providers.

### **Notes**

**PROPOSAL SCORING SUMMARY**

**ATTACHMENT A**

<p>Evaluation Sheet                  County of Prince George                  RFP #20-0701-24                  CSA Funded Svcs for Private Day Ed Svcs                  BIDS DUE: 2:00 PM, April 2, 2020</p>									
Believe-N-U Youth Empowerment, LLC 3071 Country Dr Prince George, VA 23875	Centra Health, Rivermont 1901 Tat Springs Rd Lynchburg, VA 23401	Empowerment, LLC 1640 E Parham Rd Richmond, VA 23228	Northstar Academy 8055 Shradar Road Richmond, VA 23294	Specialized Youth Services of VA, Inc. d/b/a BREC Academy 455 Old Wagner Rd Petersburg, VA 23805	St. Joseph's Villa 8000 Brook Rd Richmond, VA 23227	The Faison Center, Inc. 1701 Byrd Ave Richmond, VA 23230	The LEAD Center, Ltd. 622 A South 6th Ave Hopewell, VA 23860	United Methodist Family Services 3900 W Broad St Richmond, VA 23230	

CRITERIA	WEIGHT	15	30	28	29	29	28	26	29	30
Ability to meet the requirements of each section of the RFP	30 PTS	15	30	28	29	29	28	26	29	30
Quality of vendor's history and record with the governing agency	25 PTS	12	25	21	25	25	21	24	25	25
Understanding of the Responsibilities and Qualifications	20 PTS	12	20	20	20	19	20	19	20	20
Capability Statement/Years of Professional Experience/Training	15 PTS	7	15	15	13	15	15	15	15	15
Costs	10 PTS	7	10	9	10	9	9	0	9	10
<b>Overall Score</b>	<b>100 PTS</b>	<b>53</b>	<b>99</b>	<b>93</b>	<b>97</b>	<b>97</b>	<b>93</b>	<b>84</b>	<b>98</b>	<b>100</b>

**PRESENTATION / INTERVIEW SCORE SUMMARY**

**Evaluation Sheet**

**Presentation/Interview**

**April 29 & 30, 2020**

**RFP #20-0701-24**

**ATTACHMENT A**

Questions	Scale	Believe-N-U Youth Empowerment, LLC 3071 Country Dr Prince George, VA	Centra Health, Rivemont 1901 Tat Springs Rd Lynchburg, VA 23401	Domition Academy, LLC 1640 E Parham Rd Richmond, VA 23228	Northstar Academy 8055 Shrader Road Richmond, VA 23294	Specialized Youth Services of VA, Inc. d/b/a BREC Academy 455 Old Wagner Rd Petersburg, VA 23805	St. Joseph's Villa 8000 Brook Rd Richmond, VA 23227	The Faison Center, Inc. 1701 Byrd Ave Richmond, VA 23230	The LEAD Center, Ltd. 622 A South 6th Ave Hopewell, VA 23860	United Methodist Family Services 3900 W Broad St Richmond, VA 23230
1. What is your school's policy on filing charges against students who demonstrate violent or destructive behaviors while on school property?	0-4	3	4	4	3	4	4	3	4	3
2. What are the consequences your agency provides to students who are verbally assaultive or belligerent?	0-4	2	4	4	3	4	4	4	4	4
3. Give examples of your transitional planning for returning students to their home school and how do you work collaboratively with families and home school staff to achieve that goal?	0-4	2	4	4	3	4	3	2	4	4
4. Give examples of how your team implements Virginia Standards Of Learnings Assessments or one of the alternate assessment programs (VAAP, VGLA, or VSEP).	0-4	2	4	4	4	3	3	4	3	4
5. Please describe how you prepare your students for completing a career and technical program or meeting the requirements for a diploma?	0-4	3	4	3	4	3	3	4	4	4
6. Why should the Prince George CSA Program choose your program over other competitors?	0-4	2	4	4	4	4	4	3	3	4
7. How does your program account for price escalation?	0-4	2	3	3	4	3	3	3	3	3
8. Does your program use third-party vendors for services related to CSA youth? If so, how are these vendors paid?	0-4	3	3	3	3	3	3	3	3	3
9. How quickly can your program accommodate an emergency placement?	0-4	2	3	3	3	3	3	3	4	3
10. How will your program monitor the progress and performance of services?	0-4	2	4	3	3	4	3	3	4	4
11. What are the skill sets of your program staff?	0-4	2	4	4	4	4	4	3	3	4
12. How will your program communicate personal identifying information relating to youth and families via electronic means?	0-4	3	3	4	4	2	3	3	3	3
13. How often will you update your staff listing?	0-4	3	4	4	3	4	3	3	3	3
14. Does your program have an emergency operations protocol? If so, have you established a "distance learning" rate?	0-4	3	4	4	3	4	3	3	3	3
<b>Overall Score</b>	<b>56</b>	<b>35</b>	<b>52</b>	<b>51</b>	<b>47</b>	<b>49</b>	<b>46</b>	<b>44</b>	<b>47</b>	<b>49</b>

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 9<sup>th</sup> day of June, 2020:

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Present:

Vote:

Donald R. Hunter, Chairman  
Alan R. Carmichael, Jr., Vice-Chairman  
Floyd M. Brown, Jr.  
Marlene J. Waymack  
T. J. Webb

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On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION; AWARDS OF CONTRACT (CSA-FUNDED PRIVATE EDUCATIONAL SERVICES)**

WHEREAS, On March 4, 2020 a Request for Proposals was advertised by the Finance Department and the Department of Social Services to obtain proposals for CSA-Funded Private Educational Services (RFP 20-0701-24). The RFP closed on April 2, 2020 with nine (9) responses. Those nine proposals were from private educational providers currently furnishing services and were evaluated by a staff panel; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into contracts with all nine providers to furnish services to students with a broad range of educational needs. Those providers are:

- The Lead Center
- United Methodist Family Services
- St. Joseph's Villa
- The Faison Center
- Rivermont School
- Dominion Youth Services
- Northstar Academy
- Specialized Youth Services of Virginia, DBA BREC Academy
- Believe-N-U Academic Development Center

WHEREAS, The initial term is for a one-year period and may be renewed by the County for four (4) years at successive one-year periods under the terms and conditions of the original contract; and

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 9<sup>th</sup> day of June, 2020, hereby awards contracts for CSA-Funded Private Educational Services to The Lead Center; United Methodist Family Services; St. Joseph's Villa; The Faison Center; Rivermont School; Dominion Youth Services; Northstar Academy; Specialized Youth Services of Virginia, DBA BREC Academy; and Believe-N-U Academic Development Center.

A Copy Teste:

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Percy C. Ashcraft  
County Administrator