



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: June 18, 2024

DATE: Thursday, June 13, 2024

TO: Board of County Commissioners

FROM: Ryan Gustafson, Director, Human Services Agency
775-785-8600, RGustafson@washoecounty.gov

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to award Request For Proposal (RFP) 3239-24 for the Programs Facility Operator at the Kids Kottage Campus to the only responsive and responsible bidder, Adams and Associates, Inc. (formerly Core Dynamics, LLC), for the term of 12 (twelve) months commencing July 1, 2024 to June 30, 2025 in an amount not to exceed [\$4,375,000], with the provision for up to four (4), one (1) year renewals; and if approved authorize the Purchasing and Contracts Manager to execute the Agreement. (All Commission Districts)

SUMMARY

Recommendation to award Request For Proposal (RFP) 3239-24 for the Programs Facility Operator at the Kids Kottage Campus to the only responsive and responsible bidder, Adams and Associates, Inc. (formerly Core Dynamics, LLC), for the term of 12 (twelve) months commencing July 1, 2024 to June 30, 2025 in an amount not to exceed [\$4,375,000], with the provision for up to four (4), one (1) year renewals; and if approved authorize the Purchasing and Contracts Manager to execute the Agreement.

Washoe County Strategic Objective: Vulnerable Populations

PREVIOUS ACTION

On May 28, 2019, the Board awarded Request For Proposal (RFP) 3079-19 for the Child Protection Facility Operator at Kids Kottage Campus to the only responsible bidder, Core Dynamics, LLC for the term of 25 (twenty-five) months commencing May 30, 2019 to June 30, 2021 with the provision for three (3), one (1) year renewals, in an amount not to exceed [\$4,468,000] for the first thirteen months, and an amount not to exceed [\$4,403,808] annually thereafter

On February 26, 2019, the Board approved Amendment #5 to the Agreement for Child Protection Facility Operator at the Kids Kottages which will extend the current contract for up to 90 days effective March 1, 2019 – May 29, 2019 with the current vendor Core Dynamics, LLC, formally known as Adams and Associates, LLC, in an amount not to exceed [\$715,000] thereby allowing time for the Human Services Agency (HSA) to

AGENDA ITEM # _____

conduct good faith contract negotiations to determine the viability of a potential contract award under Request For Proposal (RFP) 3079-19, titled “Child Programs Facility Operator at the Kids Kottage Campus.”

On October 9, 2018, the Board approved Amendment #4 to the Agreement for Child Protection Facility Operator at the Kids Kottages retroactive July 1, 2018 to February 28, 2019 with Adams and Associates, LLC, in an amount not to exceed [\$1,900,000]; and authorized the Purchasing and Contracts Manager to sign the agreement.

On December 9, 2014, the Board awarded RFP 2907-15 for Child Protection Facility Operator at Kids Kottages to Core Dynamics, LLC, 10395 Double R Blvd, Reno, Nevada 89521, to the highest scoring responsive, responsible proposer, for an estimated award amount of approximately \$3,500,000 to \$3,900,000 annually, depending on facility census, including the approval of an 18 month Agreement for Child Protection Facility Operator at the Kids Kottages, commencing January 1, 2015 through June 30, 2016, with the provision for two (2) single year renewals at the County’s option.

Core Dynamics, LLC is also known as Adams & Associates, LLC.

BACKGROUND

Historically the Kids Kottage facilities have been used for the temporary care of neglected, abandoned, and/or abused minor children, up to and including eighteen (18) years of age with County discretion according to statutory and regulatory requirements to extend up to age 21, regardless of race, sex, or religious affiliation, removed into the custody of the Washoe County Human Services Agency.

The proposed contract will provide temporary care for up to 45 neglected, abandoned, and abused minor children, up to an including 18 years old with County discretion according to statutory and regulatory requirements to extend up to age 21. Kids Kottage 1, Kids Kottage Too and Kids Kottage 3 are Emergency Group Homes that operate twenty-four hours per day, seven days per week, including holidays, with a total combined capacity of 45. The proposed contract also includes operation of the Activity Center, which is used by all programs, ages 0 through 21, for youth in the Emergency Group Home. Other foster care providers can use the facility as well, as allowed by WCHSA administration.

The current agreement for the operation of Kids Kottages expires on June 30, 2024. Core Dynamics, Inc., also known as Adams and Associates, has been the operator since the opening of Kids Kottage I in 1994.

Request for Proposal 3079-19 was released on October 2, 2023 and the bid from the only bidder was opened on December 11, 2023. The bid was reviewed by the Washoe County Human Services Agency and was found to be comprehensive and consistent with currently established levels of service.

FISCAL IMPACT

Estimated shelter operating costs are based on daily census of the number of children housed in the facilities, which includes staffing, food, supplies, and transportation and overhead expenses.

Sufficient funding and budget authority for this proposed contract exist in the approved FY25 budget, Child Welfare Fund 228, within Cost Center 280520, GL 710701 and 710100.

RECOMMENDATION

Recommendation to award Request For Proposal (RFP) 3239-24 for the Programs Facility Operator at the Kids Kottage Campus to the only responsive and responsible bidder, Adams and Associates, Inc. (formerly Core Dynamics, LLC), for the term of 12 (twelve) months commencing July 1, 2024 to June 30, 2025 in an amount not to exceed [\$4,375,000], with the provision for up to four (4), one (1) year renewals; and if approved authorize the Purchasing and Contracts Manager to execute the Agreement.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *“Move to award Request For Proposal (RFP) 3239-24 for the Programs Facility Operator at the Kids Kottage Campus to the only responsive and responsible bidder, Adams and Associates, Inc. (formerly Core Dynamics, LLC), for the term of 12 (twelve) months commencing July 1, 2024 to June 30, 2025 in an amount not to exceed [\$4,375,000], with the provision for up to four (4), one (1) year renewals; and if approved authorize the Purchasing and Contracts Manager to execute the Agreement.”*