



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE:** February 26, 2018

**DATE:** Friday, February 22, 2019

**TO:** Board of County Commissioners

**FROM:** Amber Howell, Director, Human Services Agency  
775-785-8600, [ahowell@washoecounty.us](mailto:ahowell@washoecounty.us)

**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to approve 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 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;” and authorize the Purchasing and Contracts Manager to sign the Amendment #5. (All Commission Districts)

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### **SUMMARY**

Recommendation to approve 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 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;” and authorize the Purchasing and Contracts Manager to sign the Amendment #5.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities

### **PREVIOUS ACTION**

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,

**AGENDA ITEM # \_\_\_\_\_**

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 formally known as Adams & Associates, LLC.

### **BACKGROUND**

Historically the Kids Kottage facilities have been used for the temporary care of up to 82 neglected, abandoned, and/or abused minor children, up to and including eighteen (18) years of age, regardless of race, sex, or religious affiliation, removed into the custody of the Washoe County Department of Human Services.

The average daily census of children housed in the Kids Kottages facilities by fiscal years is as follows:

Kids Kottage Average Daily Census by Fiscal Year						
FY12	FY13	FY14	FY15	FY16	FY17	FY18
48	60	65	66	62	31	17

The children's ages ranged from 6 months to 18 years old with the greatest average number between 6-12 years of age.

Kids Kottage I typically houses children ages 11 to 18 years of age, with a capacity of 28; KKII houses children 6 months to 18 years of age, with a capacity of 34; and KKIII (Modular) houses children age 12 to 18 years of age, and Runaway Youth, with a capacity of 20, although sibling groups and capacity issues may require cross over ages within a building.

Child Welfare best practices are to place children who have been removed from their families in a home like setting ideally a foster home. Congregate care, such as that provided at the Kids Kottage, has substantially been eliminated nationwide. Washoe County is one of the few remaining emergency shelter congregate care sites remaining in the nation.

In November 2016 HSA changed its practice to identify the emergency shelter as a last placement resort and required staff to actively pursue placement with a family member, fictive kin or foster home before seeking approval to place children in the Kids Kottage. The result has been a significant decrease in the daily census to less than 18 children per day.

In fiscal year 2018/2019 HSA intends to transition the Kids Kottage facilities from an emergency shelter licensed for 82 children to an emergency shelter for 25 children, a

housing site to support youth ages 14-18 as part of the transitional living program, and a child care facility to support reunification families in the child welfare system.

Amendment #4 extended the current vendor's contract terms, originally awarded under RFP 2907-15 for Child Protection Facility Operator at Kids Kottages to Core Dynamics, LLC, now known as Adams & Associates, LLC, from July 1, 2018 through February 28, 2019. This eight (8) month extension allowed time for HSA to develop a transition plan and conduct a new formal RFP for services in compliance with Nevada Revised Statute and Washoe County Procurement Policy.

RFP 3079-19 titled "Child Programs Facility Operator at the Kids Kottage Campus" was released on December 21, 2018 with a proposal deadline of January 30, 2019. One proposal was received and deemed as a responsive and responsible bid. The proposal was subsequently evaluated and scored sufficiently to advance HSA and the proposer to the contract negotiation phase of the procurement. Transition to the new services model to be awarded under the new RFP 3079-19 are highly complex, and will require substantial deliberation and collaboration to develop the intricate details needed to establish a new contract. As such, HSA is requesting approval of Amendment #5 to the existing contract to provide an additional extension of the term dates established in Amendment #4 for up to 90 days. This extension will allow HSA time to conduct good faith contract negotiations to determine the viability of a potential contract award under the new RFP 3079-19 "Child Programs Facility Operator at the Kids Kottage Campus."

### **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.

The Human Services Agency approved FY18/19 budget has authority to support this contract in Fund 228- Child Welfare cost center 280520 – Emergency Shelter Care g/l 710701 – Emergency Shelter Care.

### **RECOMMENDATION**

It is recommended to approve 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 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;" and authorize the Purchasing and Contracts Manager to sign the Amendment #5.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be:  
"Approve 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 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;” and authorize the Purchasing and Contracts Manager to sign the Amendment #5.”