

RFQ#APD2021-01 Sex Offender Containment Model Treatment Services RFQ ADDENDUM #1

New and/or edited RFQ content is in LIGHT BLUE and bold font
Deleted RFQ content is in RED and crossed-out font

1) RFQ#APD2021-01 “Section 1.2 Intent of this RFQ” currently reads as follows:

1.2. Intent of this RFQ

The City and County of San Francisco (“City”) Adult Probation Department (“SFAPD”) seeks ~~response packages from agencies able to provide sex offender containment model treatment services to clients referred by SFAPD.~~

It is the intent of SFAPD to create a prequalified list of agencies from which interested City departments, boards, or commissions may choose prospective contractors on an as-needed basis for up to two (2) years of the prequalification notification date. SFAPD may enter into contract agreement with multiple pre-qualified agencies

It is the intent of SFAPD to execute contract agreements with organizations to perform the services described in Section 2 of this RFQ. Any agreement resulting from the RFQ will have an original term of three years with an option to extend the term for an additional two-year term. SFAPD may enter into contract agreement with multiple pre-qualified agencies. The estimated annual contracting authority shall be approximately \$1 million for all the agreements combined resulting from this RFQ, and is contingent on fund availability and contract negotiations.

To make an award determination, Proposer qualifications - including prior project/program description information - organization and staff qualifications, services costs, and other information, as described herein, will be evaluated.

Any City department, board, or commission may utilize the results of this RFQ.

1.3. Background of SFAPD

The San Francisco Adult Probation Department (SFAPD) is an integral partner in the City’s criminal justice system. SFAPD contributes to public safety by supervising clients placed on probation, post release community supervision and mandatory supervision, providing reports to the Superior Court to inform sentencing decisions, and supporting victims of crimes by providing information about their rights. SFAPD’s goal is to reduce victimization, improve outcomes and break the inter-generational cycle of incarceration.

SFAPD supervises and supports adults sentenced to community supervision and diversion programs, and provides comprehensive reports to the Court to inform sentencing and community supervision decisions. Supervision of each client is tailored to reflect their public safety risk and is informed by completion of a nationally validated assessment tool, Correctional Offender Management Profiling and Alternative Sanctions (COMPAS). COMPAS assesses both the client’s risk of reoffending and their needs that relate to criminal activity. SFAPD matches clients with appropriate treatment programs, housing, and other services, and assists them with developing the skills needed to live crime-free and productive lives.

SFAPD strives to create an environment in which staff and clients alike have access to culturally and linguistically appropriate services and opportunities. Through its policies, practices, and operations SFAPD demonstrates respect, awareness, and appreciation of clients’ and staff’s beliefs, practices, traditions, religions, history, languages, and criminal histories.

This section is amended in its entirety as follows:

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1.2. Intent of this RFQ

The City and County of San Francisco ("City") Adult Probation Department ("SFAPD") seeks response packages from agencies able to provide sex offender containment model treatment services to clients referred by SFAPD.

It is the intent of SFAPD to create a prequalified list of agencies from which interested City departments, boards, or commissions may choose prospective contractors on an as-needed basis for up to two (2) years of the prequalification notification date. SFAPD may enter into contract agreement with multiple pre-qualified agencies

It is the intent of SFAPD to execute contract agreements with organizations to perform the services described in Section 2 of this RFQ. Any agreement resulting from the RFQ will have an original term of **one (1) years with four options to extend the term for 12-months each time, for a total of five (5) years, subject to City approval.** ~~of three years with an option to extend the term for an additional two-year term.~~ SFAPD may enter into contract agreement with multiple pre-qualified agencies. The estimated annual contracting authority shall be approximately \$1 million for all the agreements combined resulting from this RFQ, and is contingent on fund availability and contract negotiations.

To make an award determination, Proposer qualifications - including prior project/program description information - organization and staff qualifications, services costs, and other information, as described herein, will be evaluated.

Any City department, board, or commission may utilize the results of this RFQ.

1.3. Background of SFAPD

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SFAPD strives to create an environment in which staff and clients alike have access to culturally and linguistically appropriate services and opportunities. Through its policies, practices, and operations SFAPD demonstrates respect, awareness, and appreciation of clients' and staff's beliefs, practices, traditions, religions, history, languages, and criminal histories.

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2) RFQ#APD2021-01 “Section 2.2.3. Scope of Work and Program Requirements” currently reads as follows:

- 7) **Individual and Group Sessions** - Offer individual and group therapy sessions.
- 8) Offer all services to non-English speaking Clients.
- 9) Conduct Child Contact Assessments (CCA), as needed or requested, to determine if it is safe to allow a sex offender to have contact with his/her own children and/or with other children, excluding the victim. A CCA is a comprehensive evaluation conducted to assist the Containment Model Team in determining the appropriateness of the sex offender having contact with children.
- 10) Offer an Approved Supervisor/Chaperone (Chaperone) Training Component for potential chaperones to learn, process, and internalize information about offender characteristics, risk, and behaviors.
- 11) Have routine phone and/or email contact with the SFAPD/SOU.
- 12) Participate in monthly case conferencing between the SFAPD/SOU and the Containment Model Team.
- 13) Submit monthly Client progress reports.
- 14) Conduct these assessments as needed:
 - a. ABID or AASI
 - b. MCMI-IV (Millon)
 - c. MMPI
 - d. MSI-II
 - e. PTSI-R
 - f. SDI
- 15) Other assessments not listed above must be approved by the SFAPD before being conducted.

Proposers must obtain client consent if services will be conducted via a telehealth platform.

Treatment provider must develop a program schedule with a target completion date in alignment with probation supervision grants, typically ranging between 18-24 months

The number of service units provided and assessments conducted may vary month to month, and will depend on SFAPD client needs.

2.2.4. Program Outcomes Expectations

The following program outcomes are expected of the Contractor:

- 1) 100% of Clients will receive an intake within 30 days of program referral.
- 2) 100% of Clients will have an LS/CMI within 30 days of program referral.
- 3) 100% of Clients with a contact sex offense will have a Stable-2007 within 30 days of program referral.
- 4) 100% of Clients will have an initial case conference with 45 days of program referral.
- 5) 100% of Clients will have Treatment Goals that are aligned with the sexual criminogenic needs as outlined in the Stable-2007.
- 6) 100% of treatment sessions will be aligned with the sexual criminogenic needs as outlined in the Stable-2007.
- 7) 75% of Clients will complete their treatment goals as outlined in their treatment plans.

2.3. Additional As-Needed Services

Subject to SFAPD's approval, the agreements awarded under this RFQ may be amended in accordance with City requirements to include SFAPD-requested as-needed assistance from the Contractor that is related to the services described in this RFQ. The scope and cost of as-needed services will be determined and negotiated by SFAPD.

This section is amended in its entirety as follows:

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- 7) **Individual and Group Sessions** - Offer individual and group therapy sessions.
- 8) Offer all services to non-English speaking Clients.
- 9) Conduct Child Contact Assessments (CCA), as needed or requested, to determine if it is safe to allow a sex offender to have contact with his/her own children and/or with other children, excluding the victim. A CCA is a comprehensive evaluation conducted to assist the Containment Model Team in determining the appropriateness of the sex offender having contact with children.
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- 11) Have routine phone and/or email contact with the SFAPD/SOU.
- 12) Participate in monthly case conferencing between the SFAPD/SOU and the Containment Model Team.
- 13) Submit monthly Client progress reports.
- 14) Conduct these assessments as needed:
 - a. ABID or AASI
 - b. MCMI-IV (Millon)
 - c. MMPI
 - d. MSI-II
 - e. PTSI-R
 - f. SDI
- 15) Other assessments not listed above must be approved by the SFAPD before being conducted.
- 16) Adhere to the California Sex Offender Management Board's (CASOMB) guidelines for Telehealth and Language Barriers, which may be located here: [https://casomb.org/pdf/Telehealth and Language Barriers Guidelines 12 2020.pdf](https://casomb.org/pdf/Telehealth%20and%20Language%20Barriers%20Guidelines%202020.pdf)

Proposers must obtain client consent if services will be conducted via a telehealth platform.

Treatment provider must develop a program schedule with a target completion date in alignment with probation supervision grants, typically ranging between 18-24 months

The number of service units provided and assessments conducted may vary month to month, and will depend on SFAPD client needs.

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3) RFQ#APD2021-01 “Section 5.2 Proposal Evaluation Process” and “Section 5.4 Pre-Qualification List Determination” currently read as follows:

<p>F. RFQ Attachment VI: Description of Services & Pricing Estimate</p> <ul style="list-style-type: none"> Use <i>RFQ Attachment VI</i> (10-page limit, INCLUDING the length of <i>RFQ Attachment VI</i> template) Please type responses directly onto the templates provided for RFQ Attachment VI The Pricing Sheet will NOT count towards maximum page limits for RFQ Attachment VI The Pricing Sheet is on the Excel document provided The Pricing Sheet will demonstrate the Proposer's Pricing Estimate <p>5. Proposal Evaluation and Selection</p> <p>This section describes the criteria that will be used for analyzing and evaluating the Proposals. This Request for Qualifications does not in any way limit SFAPD's right to solicit contract agreements for similar or identical services if, in SFAPD's sole and absolute discretion, it determines the Proposals are inadequate to satisfy its needs. SFAPD reserves the right not to award any grant agreement under this Request for Qualifications.</p> <p>5.1. Minimum Qualifications</p> <p>Any Proposal that does not demonstrate that the Proposer meets the Minimum Qualifications by the Proposal deadline will be issued a notice of non-responsiveness and will not be evaluated or eligible for contract award under this Solicitation.</p> <p>To meet the minimum qualifications and be deemed eligible for response evaluation, each Proposer must submit and verify the following (See Attachment V):</p> <ol style="list-style-type: none"> 1) Proposal must meet all submission requirements described in RFQ Section 4. 2) Proposal submission must include the required RFQ Attachments I, II, III, IV, V, and VI. 3) Proposer must provide details of two (2) Projects that have been operational for a minimum of two (2) consecutive years within the past five (5) years that meet the services described in Section 2.2 of this RFQ. <p>5.2. Proposal Evaluation Process</p> <p>Proposals that meet the Minimum Qualifications will be evaluated on a 100-point scale by an independent evaluation panel. Proposers that meet LBE criteria will receive an additional 5-bonus points. The panel of reviewers will be responsible for evaluating and scoring responses based on agency's qualifications and demonstrated capacity to deliver services, and proposed services/program model. Thereafter, the panel of reviewers and SFAPD staff will make a recommendation for pre-qualification, and reasonableness of proposed cost.</p> <p><u>To be pre-qualified, Proposers must receive a grand total score that is at or above 70 points.</u></p> <p>5.3. Proposal Evaluation Criteria</p> <p>The Proposals will be evaluated by a review panel comprised of parties with expertise in the community corrections and public safety field. SFAPD intends for the review panel to evaluate the Proposals generally in accordance with the criteria itemized below.</p> <p>Only Proposals that have been deemed to meet the Minimum Qualifications will be evaluated and scored.</p> <p style="font-size: small;">RFQ#APD2021-01 Page 9 of 10</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">• RFQ Attachment I: RFQ Terms and Conditions, signed acknowledgement page</td> <td style="padding: 2px;">Pass/Fail</td> </tr> <tr> <td style="padding: 2px;">• RFQ Attachment II: Local Business Enterprise (LBE) Certificate of Proof (if applicable)</td> <td style="padding: 2px;">Pass/Fail 5-Bonus Points if LBE</td> </tr> <tr> <td style="padding: 2px;">• RFQ Attachment III: City Supplier Administrative Requirements, signed acknowledgement page</td> <td style="padding: 2px;">Pass/Fail</td> </tr> <tr> <td style="padding: 2px;">• RFQ Attachment IV: RFQ Cover Sheet</td> <td style="padding: 2px;">Pass/Fail</td> </tr> <tr> <td style="padding: 2px;">• RFQ Attachment V: RFQ Minimum Qualifications & Prior Project Descriptions</td> <td style="padding: 2px;">Pass/Fail</td> </tr> <tr> <td style="padding: 2px;">• RFQ Attachment VI: Description of Services & Pricing Estimate *</td> <td style="padding: 2px;">100 maximum points possible</td> </tr> </table> <p>*The Pricing Estimate will be scored by the following formula: (lowest submitted price ÷ by Proposer's submitted price) X 55 maximum points possible. The Pricing Estimate's score will not exceed the maximum 55 points possible.</p> <p>5.4. Proposal Evaluation Criteria</p> <p>Proposers who score at or above 70 points of the 100 possible points will be qualified to participate in potential contract award negotiations with SFAPD during a period of two (2) years from the Pre-Qualification List Notification date. There is no numerical limit to the number of agencies that may be listed on the Pre-Qualification List Notification.</p> <p>Upon SFAPD's conclusion of its Proposal evaluation process, pre-qualified Proposers will be provided with a Pre-Qualification Notification.</p> <p>5.5. Selection for Award Negotiations and Limitations</p> <p>Pre-qualified Proposers may be asked to respond to requests for quotes, requests for Proposals, or other competitive processes for specific scopes of work to ensure SFAPD receives the best value. Pre-qualified Proposers may be subject to reference checks and/or interviews prior to SFAPD selection for contract negotiations. If reference checks are needed by SFAPD to confirm Proposer's experience, they will be used to verify the quality of staffing provided to prior clients, adherence to schedules/budgets, problem-solving capabilities, project management capabilities, and the quality of deliverables and outcomes. Please see RFQ Attachment I, Section 13, Release of Liability.</p> <p>If interviews are required to assist SFAPD with selection for contract negotiations, each Proposer should ensure that its Key Personnel be assigned to SFAPD services attend the interview. Key Personnel must include the proposed Project Manager and/or the proposed point of contact responsible for managing project resources, budget, timeline, deliverables and completion.</p> <p>SFAPD may select pre-qualified Proposers for contract negotiations without additional selection processes. For a list of all additional terms and conditions of this solicitation and resulting contract(s) from it, please review:</p> <ul style="list-style-type: none"> RFQ Attachment I: RFQ Terms and Conditions RFQ Attachment II: Local Business Enterprise (LBE) Certificate of Proof RFQ Attachment III: City Supplier Administrative Requirements <p style="font-size: small;">RFQ#APD2021-01 Page 10 of 10</p>	• RFQ Attachment I: RFQ Terms and Conditions, signed acknowledgement page	Pass/Fail	• RFQ Attachment II: Local Business Enterprise (LBE) Certificate of Proof (if applicable)	Pass/Fail 5-Bonus Points if LBE	• RFQ Attachment III: City Supplier Administrative Requirements, signed acknowledgement page	Pass/Fail	• RFQ Attachment IV: RFQ Cover Sheet	Pass/Fail	• RFQ Attachment V: RFQ Minimum Qualifications & Prior Project Descriptions	Pass/Fail	• RFQ Attachment VI: Description of Services & Pricing Estimate *	100 maximum points possible
• RFQ Attachment I: RFQ Terms and Conditions, signed acknowledgement page	Pass/Fail												
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• RFQ Attachment III: City Supplier Administrative Requirements, signed acknowledgement page	Pass/Fail												
• RFQ Attachment IV: RFQ Cover Sheet	Pass/Fail												
• RFQ Attachment V: RFQ Minimum Qualifications & Prior Project Descriptions	Pass/Fail												
• RFQ Attachment VI: Description of Services & Pricing Estimate *	100 maximum points possible												

These sections are amended in their entirety as follows:

RFQ#APD2021-01 Sex Offender Containment Model Treatment Services RFQ ADDENDUM #1

F. RFQ Attachment VI: Description of Services & Pricing Estimate

- Use *RFQ Attachment VI (10-page limit, INCLUDING the length of RFQ Attachment VI template)*
- Please type responses directly onto the templates provided for RFQ Attachment VI
- The Pricing Sheet will NOT count towards maximum page limits for RFQ Attachment VI
- The Pricing Sheet is on the Excel document provided
- The Pricing Sheet will demonstrate the Proposer's Pricing Estimate

5. Proposal Evaluation and Selection

This section describes the criteria that will be used for analyzing and evaluating the Proposals. This Request for Qualifications does not in any way limit SFAPD's right to solicit contract agreements for similar or identical services if, in SFAPD's sole and absolute discretion, it determines the Proposals are inadequate to satisfy its needs. SFAPD reserves the right not to award any grant agreement under this Request for Qualifications.

5.1. Minimum Qualifications

Any Proposal that does not demonstrate that the Proposer meets the Minimum Qualifications by the Proposal deadline will be issued a notice of non-responsiveness and will not be evaluated or eligible for contract award under this Solicitation.

To meet the minimum qualifications and be deemed eligible for response evaluation, each Proposer must submit and verify the following (See Attachment V):

- 1) Proposal must meet all submission requirements described in RFQ Section 4.
- 2) Proposal submission must include the required RFQ Attachments I, II, III, IV, V, and VI.
- 3) **Proposer must be CASOMB certified.**
- 4) Proposer must provide details of two (2) Projects that have been operational for a minimum of two (2) consecutive years within the past five (5) years that meet the services described in Section 2.2 of this RFQ.

5.2. Proposal Evaluation Process

Proposals that meet the Minimum Qualifications will be evaluated on a 100-point scale by an independent evaluation panel. Proposers that meet LBE criteria will receive an additional 5-bonus points. The panel of reviewers will be responsible for evaluating and scoring responses based on agency's qualifications and demonstrated capacity to deliver services, and proposed services/program model. Thereafter, the panel of reviewers and SFAPD staff will make a recommendation for pre-qualification, and reasonableness of proposed cost.

To be pre-qualified, Proposers must receive a grand total score that is at or above 70 points.

5.3. Proposal Evaluation Criteria

The Proposals will be evaluated by a review panel comprised of parties with expertise in the community corrections and public safety field. SFAPD intends for the review panel to evaluate the Proposals generally in accordance with the criteria itemized below.

Only Proposals that have been deemed to meet the Minimum Qualifications will be evaluated and scored.

• RFQ Attachment I: RFQ Terms and Conditions, signed acknowledgment page	Pass/Fail
• RFQ Attachment II: Local Business Enterprise (LBE) Certificate of Proof (if applicable)	Pass/Fail 5-Bonus Points if LBE
• RFQ Attachment III: City Supplier Administrative Requirements, signed acknowledgement page	Pass/Fail
• RFQ Attachment IV: RFQ Cover Sheet	Pass/Fail
• RFQ Attachment V: RFQ Minimum Qualifications, California Sex Offender Management Board Certification (CASOMB), and Prior Project Descriptions	Pass/Fail
• RFQ Attachment VI: Description of Services & Pricing Estimate *	100 maximum points possible

*The Pricing Estimate will be scored by the following formula: (lowest submitted price ÷ by Proposer's submitted price) X 55 maximum points possible. The Pricing Estimate's score will not exceed the maximum 55 points possible.

5.4. Proposal Evaluation Criteria Pre-Qualification List Determination

Proposers who score at or above 70 points of the 100 possible points will be qualified to participate in potential contract award negotiations with SFAPD during a period of two (2) years from the Pre-Qualification List Notification date. There is no numerical limit to the number of agencies that may be listed on the Pre-Qualification List Notification.

Upon SFAPD's conclusion of its Proposal evaluation process, pre-qualified Proposers will be provided with a Pre-Qualification Notification.

5.5. Selection for Award Negotiations and Limitations

Pre-qualified Proposers may be asked to respond to requests for quotes, requests for Proposals, or other competitive processes for specific scopes of work to ensure SFAPD receives the best value. Pre-qualified Proposers may be subject to reference checks and/or interviews prior to SFAPD selection for contract negotiations. If reference checks are needed by SFAPD to confirm Proposer's experience, they will be used to verify the quality of staffing provided to prior clients, adherence to schedules/budgets, problem-solving capabilities, project management capabilities, and the quality of deliverables and outcomes. Please see RFQ Attachment I, Section 13, Release of Liability.

If interviews are required to assist SFAPD with selection for contract negotiations, each Proposer should ensure that its Key Personnel be assigned to SFAPD services attend the interview. Key Personnel must include the proposed Project Manager and/or the proposed point of contact responsible for managing project resources, budget, timeline, deliverables and completion.

SFAPD may select pre-qualified Proposers for contract negotiations without additional selection processes. For a list of all additional terms and conditions of this solicitation and resulting contract(s) from it, please review:

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- 4) RFQ Attachment V (Minimum Qualifications) Page 1 of 3 currently reads as follows:

RFQ#APD2021-01
Sex Offender Treatment Services
RFQ ATTACHMENT V: MINIMUM QUALIFICATIONS

HOW TO RESPOND TO THIS ATTACHMENT

Review the directions below, and complete all sections, as requested.

Proposals received under this solicitation that fail to address each of the requested items in this *Attachment V* with sufficient and complete detail to substantiate that the Proposer has met the Minimum Qualifications (MQs), will be deemed non-responsive and will be rejected. Responses of "To be provided upon request" or "To be determined" or "Confidential" or the like, or that do not otherwise provide the information requested (e.g., left blank) are not acceptable.

- *Attachment V* is scored as Pass/Fail.
- *RFQ Attachment V* may be up to **8-pages, INCLUDING the length of this RFQ Attachment V template**. See RFQ Section 4 for submission requirements.
- Please type responses directly onto this template. Do not delete the question prompts on this template. Type your responses directly under the question prompts. Your responses must be provided in the same font and size provided herein (11 to 12 point font). You may alter the page numbers to account for all of your pages of narrative.
- Refer to RFQ Section 5.1 for more information regarding the MQs.
- Do not attach any documents that have not been explicitly requested.
- Any Proposal failing to demonstrate the submission requirements described in RFQ Section 4, and the minimum qualifications and RFQ Section 5.1 will be considered non-responsive, and will not be eligible for review or award of contract.

REQUIRED RFQ ATTACHEMNTS & PRIOR PROJECT DESCRIPTIONS

Proposers must submit responses in accordance with the Minimum Qualifications (MQs) stated below, including checking off each box provided.

SFAPD staff will review MQs to determine whether Proposers will move on to proposal evaluation.

Some of the questions or requirements in this attachment may require a response redundant with another response in another area of this solicitation or within this same attachment – please respond again to ensure proper assessment.

If the prime Proposer does not meet the MQs by the Deadline, SFAPD will issue a notice of non-responsiveness, and the Proposal will not be evaluated, or eligible for contract award under this solicitation.

To be deemed eligible for evaluation, each Proposer is required to clearly and affirmatively demonstrate that it meets the MQs, as follows:

- 1) REQUIRED RFQ ATTACHMENTS: Complete this *RFQ Attachment V*, and check off the appropriate box next to *Attachments I, III, IV, V, VI, VII* to acknowledge that it has been completed. Include this *RFQ Attachment V* in your submission.
- 2) PRIOR PROJECT DESCRIPTIONS: Provide details for two (2) Projects that have been operational for a minimum of two (2) consecutive years within the past five (5) years that have provided housing and supportive services to client populations similar to those described in RFQ Section 2.2 (e.g., individuals who are under the supervision of SFAPD or other justice-involved adults).

RFQ ATTACHMENT V Page 1 of 3

This section is amended in its entirety as follows:

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RFQ#APD2021-01 Sex Offender Treatment Services RFQ ATTACHMENT V: MINIMUM QUALIFICATIONS

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- Refer to RFQ Section 5.1 for more information regarding the MQs.
- Do not attach any documents that have not been explicitly requested.
- Any Proposal failing to demonstrate the submission requirements described in RFQ Section 4, and the minimum qualifications and RFQ Section 5.1 will be considered non-responsive, and will not be eligible for review or award of contract.

REQUIRED RFQ ATTACHEMNTS & PRIOR PROJECT DESCRIPTIONS

Proposer must possess California Sex Offender Management Board Certification (CASOMB) in order to meet Minimum Qualifications.

Proposers must **also** submit responses in accordance with the Minimum Qualifications (MQs) stated below, including checking off each box provided.

SFAPD staff will review MQs to determine whether Proposers will move on to proposal evaluation.

Some of the questions or requirements in this attachment may require a response redundant with another response in another area of this solicitation or within this same attachment – please respond again to ensure proper assessment.

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5) RFQ Attachment V (Minimum Qualifications) Page 2 of 3 currently reads as follows:

RFQ#APD2021-01 Sex Offender Treatment Services RFQ ATTACHMENT V: MINIMUM QUALIFICATIONS	
A) REQUIRED RFQ ATTACHMENTS CHECKLIST	
Attachment Name:	Proposer, please respond below:
RFQ Attachment I: Acknowledgement of RFQ Terms and Conditions	Proposer has completed and included in their Proposal a signed <i>Attachment I</i> acknowledgement page <input type="checkbox"/> Yes
RFQ Attachment II: Local Business Enterprise (LBE) Certificate of Proof (if applicable)	Proposer has completed and included in their Proposal a signed <i>RFQ Attachment II</i> acknowledgement page: <input type="checkbox"/> Yes
RFQ Attachment III: Acknowledgement of City Supplier Administrative Requirements	Proposer has completed and included in their Proposal a signed <i>Attachment III</i> acknowledgement page: <input type="checkbox"/> Yes
RFQ Attachment IV: Cover Sheet	Proposer has completed and included in their Proposal a completed and signed <i>Attachment IV</i> : <input type="checkbox"/> Yes
RFQ Attachment V: Required RFQ Attachments & Prior Project Descriptions (this document)	Proposer has included in their Proposal a completed <i>Attachment V</i> (this document) in their Proposal: <input type="checkbox"/> Yes
RFQ Attachment VI: Description of Services & Pricing Sheet	Proposer has included in their Proposal a completed <i>Attachment VI</i> : <input type="checkbox"/> Yes

RFQ ATTACHMENT V Page 2 of 3

This section is amended in its entirety as follows:

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RFQ#APD2021-01
Sex Offender Treatment Services
RFQ ATTACHMENT V: MINIMUM QUALIFICATIONS

- 2) CALIFORNIA SEX OFFENDER MANAGEMENT BOARD CERTIFICATION (CASOMB)
- 3) PRIOR PROJECT DESCRIPTIONS: Provide details for two (2) Projects that have been operational for a minimum of two (2) consecutive years within the past five (5) years that have provided ~~housing and supportive~~ services to client populations similar to those described in RFQ Section 2.2 (e.g., individuals who are under the supervision of SFAPD or other justice-involved adults).

A) REQUIRED RFQ ATTACHMENTS CHECKLIST

Attachment Name:	Proposer, please respond below:
RFQ Attachment I: Acknowledgement of RFQ Terms and Conditions	Proposer has completed and included in their Proposal a signed <i>Attachment I</i> acknowledgement page <input type="checkbox"/> Yes
RFQ Attachment II: Local Business Enterprise (LBE) Certificate of Proof (if applicable)	Proposer has completed and included in their Proposal a signed <i>RFQ Attachment II</i> acknowledgement page: <input type="checkbox"/> Yes
RFQ Attachment III: Acknowledgement of City Supplier Administrative Requirements	Proposer has completed and included in their Proposal a signed <i>Attachment III</i> acknowledgement page: <input type="checkbox"/> Yes
RFQ Attachment IV: Cover Sheet	Proposer has completed and included in their Proposal a completed and signed <i>Attachment IV</i> : <input type="checkbox"/> Yes
RFQ Attachment V: Required RFQ Attachments & Prior Project Descriptions (this document)	Proposer has included in their Proposal a completed <i>Attachment V (this document)</i> in their Proposal: <input type="checkbox"/> Yes
RFQ Attachment VI: Description of Services & Pricing Sheet	Proposer has included in their Proposal a completed <i>Attachment VI</i> : <input type="checkbox"/> Yes

RFQ#APD2021-01 Sex Offender Containment Model Treatment Services RFQ ADDENDUM #1

6) RFQ Attachment V (Minimum Qualifications) Page 3 of 3 currently reads as follows:

**RFQ#APD2021-01
Sex Offender Treatment Services
RFQ ATTACHMENT V: MINIMUM QUALIFICATIONS**

B) PRIOR PROJECT DESCRIPTIONS

Proposer must provide details for two (2) Projects that have been operational for a minimum of two (2) consecutive years within the past five (5) years that have provided housing and supportive services to client populations similar to those described in RFQ Section 2.2 (e.g., individuals who are under the supervision of SFAPD or other justice-involved adults).

1) Prior Project Description #1	Project Name
Prior Project Client	Client Name (City, County, etc.)
Client Contact Information	Phone number; email address
Timeline	Month/Year to Month/Year; Length of project beginning to end
Consultant Key Personnel	Key Personnel
Project Annual Budget	\$00,000.00

Project Scope: Describe your project or program. During what years did you provide these services? Are you still providing these services? Provide sufficient information to give SFAPD insight into the size/complexity and scope of the project or program. The project or program must have been operational within the past five (5) years and must have focused on providing services that fall within the Scope of Work described in RFQ Section 2.
[\[Insert response here\]](#)

2) Prior Project Description #2	Project Name
Prior Project Client	Client Name (City, County, etc.)
Client Contact Information	Phone number; email address
Timeline	Month/Year to Month/Year; Length of project beginning to end
Consultant Key Personnel	Key Personnel
Project Annual Budget	\$00,000.00

Project Scope: Describe your project or program. During what years did you provide these services? Are you still providing these services? Provide sufficient information to give SFAPD insight into the size/complexity and scope of the project or program. The project or program must have been operational within the past five (5) years and must have focused on providing services that fall within the Scope of Work described in RFQ Section 2.
[\[Insert response here\]](#)

Note: As part of the proposal evaluation due diligence, SFAPD may need to conduct reference checks on the top three highest scoring Proposals. Information provided in this *RFQ Attachment V* will be reviewed and discussed as part of the reference checks, if needed.

RFQ ATTACHMENT VPage 3 of 3

This section is amended in its entirety as follows:

RFQ#APD2021-01 Sex Offender Containment Model Treatment Services RFQ ADDENDUM #1

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RFQ ATTACHMENT V: MINIMUM QUALIFICATIONS

B) CALIFORNIA SEX OFFENDER MANAGEMENT BOARD CERTIFICATION (CASOMB). Proposer must possess California Sex Offender Management Board Certification (CASOMB) in order to meet Minimum Qualifications. Please check the appropriate box below:

- Yes (CASOMB proof of certification is enclosed in proposal submission)
- No (CASOMB proof of certification is NOT enclosed in proposal submission)

C) PRIOR PROJECT DESCRIPTIONS

Proposer must provide details for two (2) Projects that have been operational for a minimum of two (2) consecutive years within the past five (5) years that have provided **housing and supportive** services to client populations similar to those described in RFQ Section 2.2 (e.g., individuals who are under the supervision of SFAPD or other justice-involved adults).

1) Prior Project Description #1	Project Name
Prior Project Client and/or Referring Agency	Client and/or Referring Agency Name (City, County, etc.)
Client and/or Referring Agency Contact Information	Phone number; email address
Timeline	Month/Year to Month/Year; Length of project beginning to end
Consultant Key Personnel	Key Personnel
Project Annual Budget and/or Rate Information	\$00,000.00
<p>Project Scope: Describe your project or program. During what years did you provide these services? Are you still providing these services? Provide sufficient information to give SFAPD insight into the size/complexity and scope of the project or program. The project or program must have been operational within the past five (5) years and must have focused on providing services that fall within the Scope of Work described in RFQ Section 2. [Insert response here]</p>	

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2) Prior Project Description #2	Project Name
Prior Project Client and/or Referring Agency	Client and/or Referring Agency Name (City, County, etc.)
Client and/or Referring Agency Contact Information	Phone number; email address
Timeline	Month/Year to Month/Year; Length of project beginning to end
Consultant Key Personnel	Key Personnel
Project Annual Budget and/or Rate Information	\$00,000.00
<p>Project Scope: Describe your project or program. During what years did you provide these services? Are you still providing these services? Provide sufficient information to give SFAPD insight into the size/complexity and scope of the project or program. The project or program must have been operational within the past five (5) years and must have focused on providing services that fall within the Scope of Work described in RFQ Section 2. [Insert response here]</p>	

Note: As part of the proposal evaluation due diligence, SFAPD may need to conduct reference checks on the top three highest scoring Proposals. Information provided in this *RFQ Attachment V* will be reviewed and discussed as part of the reference checks, if needed.