

Memorandum



CITY OF DALLAS

DATE November 4, 2021

TO Honorable Chair and Members of the Workforce, Education and Equity Committee

SUBJECT **Upcoming Office of Community Care and Office of Procurement Services
Agenda Item – November 10, 2021**

The following Office of Community Care (OCC) and Office of Procurement Services items will be considered by City Council on the November 10, 2021 Agenda:

File ID: 21-2004: Authorize a one-year subrecipient agreement to provide essential needs, and economic and financial stability support services to low-to-moderate income residents impacted by the COVID-19 pandemic for the Office of Community Care – CitySquare in the amount of \$715,363.80, Friendship West Baptist Church in the amount of \$458,250.00, Services of Hope Entities, Inc. in the amount of \$246,132.00, and The Chocolate MINT Foundation in the amount of \$100,000.00, most advantageous proposer of seven – Total not to exceed \$1,519,745.80 – Financing: 2020 CARES Act Relief CDBG #3 Fund

Background

In 2020, the City of Dallas received a third allocation of CDBG funding from the CARES act to be used for services responding to the COVID 19 pandemic, titled CV-COVID-19. A total of \$1,95M was allocated for a variety of client services programming, titled the “CDBG Drivers of Poverty”, within which \$1,519,745.80 was allocated to the Client Assistance Program specifically to provide essential items and services to individuals who have been economically impacted because of the COVID-19 pandemic and the remainder to child care services. The City of Dallas Office of Community Care (OCC) was seeking multiple Subrecipients through a Request for Proposal (RFP) to offer several service types, all aimed at supporting economic stabilization and financial stability.

Procurement

The City of Dallas Office of Community Care (OCC) sought agencies through a request for proposal process to serve as subrecipients for the purpose of administering the CV-COVID-19 Drivers of Poverty Program throughout Dallas city limits to residents economically impacted because of the COVID-19 pandemic. The program targets low-income clients who are among the identified populations highlighted by the 2017 Mayor’s Task Force on Poverty. Service Types sought included Client Assistance Programs that provide 1) food and other essentials, 2) transportation assistance, 3) health care financial assistance and services, and 4) mental health financial assistance and services.

The Evaluation Committee individually scored each service category, as provided below. Awards are based on scoring rank within a service category by target population.

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Services Agenda Item – December 8, 2021**

Food and Other Essentials				
Agency	Rank by Score	Score	Category 1	% Request Awarded
CitySquare	1	98	\$369,270.00	100%
Chocolate Mint Factory	2	94	\$100,000.00	100%
Hope Supply Co.	3	92.5	\$460,000.00	0%
Services of Hope	4	90	\$225,000.00	0%
Goodr Foundation	5	77.5	\$255,000.00	0%

Transportation				
Agency	Rank by Score	Score	Category 1	% Request Awarded
CitySquare	1	98	\$50,000.00	100%

Healthcare Access to Services				
Agency	Rank by Score	Score	Category 1	% Request Awarded
CitySquare	1	98	\$296,093.80	100%

Healthcare – Community Mental Health Services				
Agency	Rank by Score	Score	Category 1	% Request Awarded
Friendship West Baptist Church	1	97.5	\$458,250.00	100%

Overcoming Barriers				
Agency	Rank by Score	Score	Category 1	% Request Awarded
Services of Hope	1	90	\$246,132.00	100%
BALANCE	2	86	\$416,150.00	0%

The RFP was advertised on April 29, 2021 and May 6, 2021. A pre-conference was held on May 4, 2021 and submissions were due on May 27, 2021. Proposals were scored by a panel of 4.

- Budget and Management Services/Grant Administration – 1
- Office of Community Care - 2
- Office of Economic Development - 1

Date	Actions
April 29, 2021	RFP posted via Bonfire
April 30, 2021	Outreach – 901 invitations sent

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May 27, 2021	RFP closed and submissions due
July 1, 2021	Application scoring completed
September 22, 2021	Notification of funding award
December 8, 2021	Council authorization of contract

Each organization will begin implementation of programming and services once contract negotiations have been finalized.

Should you have any questions or need any additional information, please contact myself or Jessica Galleshaw, Director of Office of Community Care, at 214-670-5113 or Jessica.Galleshaw@dallascityhall.com.



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Joey Zapata, Assistant City Manager
Dr. Eric A. Johnson, Chief of Economic Development and Neighborhood Services
M. Elizabeth Reich, Chief Financial Officer
M. Elizabeth (Liz) Cedillo-Pereira, Chief of Equity and Inclusion
Directors and Assistant Directors