



Agenda Report Form

Open Session Item

SUBJECT: Contract Award (PUR-1507) – Treatment for Substance Use Disorders at the Washington County Sheriff's Office - Day Reporting Center

PRESENTATION DATE: August 10, 2021

PRESENTATION BY: Rick Curry, CPPO, Director of Purchasing Department and Megan Willis, Program Director, Day Reporting Center

RECOMMENDED MOTION: Move to award the contract for the Treatment for Substance Use Disorders at the Washington County Sheriff's Office, Day Reporting Center (DRC) in Washington County, Maryland to the responsible proposer, Resolution Advocates, LLC, of Hagerstown, MD, with the responsive sole proposal in the amount of \$92,500.

REPORT-IN-BRIEF: Attached is an excerpt from the Request for Proposal (RFP) outlining the Overview of the Washington County DRC minimum requirements under the resulting contract. The contract is for the initial term that commenced on September 1, 2021 and end June 30, 2022 with an option to renew the awarded contract for up to four (4) additional one (1) periods. If the Contractor wishes to renew the Contract, he/she shall submit a letter of intent to the County Purchasing Director at least ninety (90) calendar days prior to the expiration of each contract period. The County reserves right to accept or reject any request for the renewal any increase in cost. All other terms and conditions shall remain unchanged. Renewal of this agreement is at the discretion of the Washington County Sheriff's Office and is also contingent upon the following: 1) the performance of the Contractor and 2) the goals/outcomes desired by the Washington County Sheriff's Office.

The Coordinating Committee was comprised of the following members: Day Reporting Center Director (Chairman Designee), Washington County Sheriff, Warden for Washington County Detention Center, Program Director for DRC and Purchasing Director. The RFP was advertised locally in the newspaper and on the County's web site, as well as on the State's "*eMaryland Marketplace Advantage*" web site. Twenty-four (24) persons/firms accessed the RFP document from the County's web site. One (1) provider was represented at the pre-proposal teleconference. One (1) proposal was received/opened revealing the following services pricing:

Resolution Advocates, LLC Hagerstown, MD	\$92,500
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DISCUSSION: N/A

FISCAL IMPACT: Funds in the amount of \$92,500 is available for these services.

CONCURRENCES: Award as recommended by the Coordinating Committee.

ALTERNATIVES: N/A

ATTACHMENT: (1) Minimum Requirements Excerpt from the RFP document.

AUDIO/VISUAL NEEDS: N/A