

Maricopa Association of Governments
Protocol Evaluation Project
Request for Quote to Provide Professional Services
Notice Re-Posted: Deadline Extended

The Maricopa Association of Governments (MAG) is requesting quotes to provide professional services in support of the Regional Domestic Violence Council Protocol Evaluation Project (PEP). The project will consist of a risk assessment of current methods of domestic violence response and intervention used throughout Greater Phoenix within the criminal justice system. These efforts will identify and quantify the associated risks with each intervention or response and recommend strategies for mitigating those risks. The duration of this project is six months from the date a consultant enters into a contract with MAG. The final project will be completed by October 31, 2016. The project will be funded through a portion of the 2016 Governor's STOP Grant. The budgeted amount available for the project under this RFQ is \$25,000.

Quotes to provide professional services will include the proposed budget and detail about the specific activities proposed to complete each task of the project. Please also provide detail about recent experience with law enforcement, crime data records management, and domestic violence cases in the criminal justice system, highlighting any experience in Maricopa County.

Quotes to provide professional services will be accepted until 10:30 a.m. (Mountain Standard Time) on April 7, 2016, at 302 North 1st Avenue, Suite 200, Phoenix, AZ 85003. Quotes to provide professional services may be submitted either as hard copies delivered to the above address or electronic pdf documents submitted by email to mag@azmag.gov. It is the proposer's responsibility to ensure timely receipt of quotes to provide professional services by MAG before the closing date and time. For additional information, please submit questions in writing [via email at this link to the attention of Amy Robinson](#) not later than 10:30 a.m. April 4, 2016. Any questions will be answered not later than April 5, 2016.

Background

MAG is a council of governments serving as the regional planning agency for the metropolitan Phoenix area. When MAG was formed in 1967, elected officials recognized the need for long-range planning and policy development on a regional scale. They realized many issues such as transportation, air quality, and human services affected residents beyond the borders of their individual jurisdictions. The MAG Human Services Division addresses topics such as domestic violence, homelessness, and human services transportation.

The Maricopa Association of Governments (MAG) Protocol Evaluation Project through Regional Community Partners, MAG's 501(c)(3) agency, improves the region's coordinated response to domestic violence through the criminal justice system. The target population for the project is primarily prosecutors and law enforcement with a secondary focus on victim advocates who address domestic violence crimes. All strategies and approaches will be documented to allow for replication of successful approaches throughout Arizona. The project will utilize five strategies and approaches as follows:

1. Improve Case Transfers: Municipal and regional leaders will implement strategies developed in December 2015, to increase communication and coordination of domestic violence case transfers.

2. Improve the Implementation of Effective Practices: The MAG Regional Domestic Violence Council will identify, share, and document the implementation of effective practices for arresting and prosecuting domestic violence offenders.
3. Improve the Regional Misdemeanor Protocol: Law enforcement agencies, prosecutors, and victim advocates will support, revise, and implement the Regional Domestic Violence Misdemeanor Protocol to reflect the most current and effective ways to arrest and prosecute domestic violence offenders.
4. Improve the Regional Response to Domestic Violence: Municipal and regional leaders will make better informed decisions to identify the risks and benefits in each response to domestic violence.
5. Increase Capacity through Training: Law enforcement, prosecutors, and victim advocates will expand their capacity to address domestic violence through culturally competent, multidisciplinary training events.

MAG will carefully document and share information about the activities and corresponding results with statewide partners. These partners include the Arizona Criminal Justice Commission, the Arizona Prosecuting Attorney's Advisory Council, the Arizona Coalition to End Sexual and Domestic Violence, Maricopa County Attorney's Office (MCAO), and the Arizona Peace Officers Standards and Training Board. The partners will adapt and support the implementation of these strategies and approaches. The need for the improvement is illustrated through the fragmented approaches that result in lost lives, time, and resources in the criminal justice system.

When the Protocol Evaluation Project first started in 2010, there were 106 different ways that domestic violence offenders were investigated, arrested and prosecuted throughout the region. As a result of the Protocol Evaluation Project, MAG developed and now maintains the region's first misdemeanor protocol model. A better understanding of the risks associated with current methods of domestic violence intervention and response is needed to further improve the criminal justice response to domestic violence.

MAG will work intensively with MCAO and municipalities to convene community partners and develop the responses needed to coordinate and improve the criminal justice system's response to domestic violence through the following three goals:

- Improve the coordination of the criminal justice system's response to domestic violence through a multidisciplinary, culturally competent, regional response;
- Increase capacity within municipalities to effectively arrest and prosecute domestic violence offenders, and;
- Improve the communication and coordination of domestic violence case transfers among the municipalities and MCAO.

Municipal and regional leaders will benefit from additional information to identify the costs, benefits and risks associated with the possible outcomes a domestic violence case can have in the MAG region. This project is focused on improving the coordination of domestic violence response within the municipalities' criminal justice systems, case transfers among the County and the municipalities, and the multidisciplinary regional response to domestic violence.

This assessment and corresponding data will be used to strategically inform policy, decisions, and activities. Additionally, the results of this project will be used as a proof of concept to apply a similar process to other crimes and criminal justice system activities.

Proposed Tasks

Project implementation is guided by the MAG Regional Domestic Violence Council and Protocol Evaluation Project (PEP) Leadership Affinity Group. The Leadership Affinity group comprises representatives of the 30 PEP partners.

The following professional services are needed to support implementation of the MAG Protocol Evaluation Project for domestic violence criminal justice system intervention risk assessment:

- Conduct a preliminary risk assessment and literature review of local and national domestic violence criminal justice system data. This will include; real and perceived costs, impact on recidivism, and safety implications for victims.
- Integrate this analysis with data collected through the Case Transfer Systems Analysis project conducted in 2015. The Case Transfer Systems Analysis project mapped and assessed the existing framework for transferring domestic violence cases between the County and municipalities, as well as research from other states and agencies.
- Conduct a risk assessment of the criminal justice system's response to domestic violence in the Greater Phoenix region. The assessment will include at a minimum the costs and benefits of interventions such as incarceration, parole, mandated counseling, and batterer intervention programs.
- Work collaboratively with an advisory group of the state's foremost leaders in domestic violence and the criminal justice system recruited and convened by MAG. The role of the group will be to review the data analysis, recommend approaches, and provide access to additional data and resources not otherwise available.
- Collect and analyze additional data as directed by the advisory group.
- Report the findings to the advisory group and review the result of the risk assessment analysis and implementation strategies.
- Provide the results and strategies in a final report.

Deliverables

- Complete Criminal Justice System Data analysis.
- Minimum of two meetings with one advisory group.
- Develop risk assessment final report with mitigation strategies for implementation.

Timeline

The project is scheduled to be completed by October 31, 2016.

REQUEST FOR QUOTE (RFQ) REQUIREMENTS AND CONTENT

It is required that the RFQ include the following items in the same order as they are listed below. Failure to provide the requested information may result in rejection of the RFQ. Brief and concise submittals are encouraged. The total number of pages must not exceed twenty-five (25), entirely on letter size (8.5 x 11 inches), excluding the resumes, the cover letter, tabs, and appendices. Blank pages are not included in the total page count. The outside packaging of the submittal must be clearly marked with the Project Title, the RFQ Due Date, and the Proposer's name.

1. **Identification.** A title sheet or equivalent which includes:
 - a. The title of this solicitation.
 - b. Proposer's name and business address.
 - c. The name, title, mailing address, and telephone and fax numbers of the principal contact.
2. **Table of Contents.**
3. **Organization and Approach.** A brief statement describing the CONSULTANT's organization and outlining its approach to completing the work required for the range of projects included in this solicitation. This statement should briefly illustrate the CONSULTANT's overall understanding of specific areas of expertise in risk assessment as well as the anticipated projects listed.
4. **Background of Firm.** Background information regarding CONSULTANT, including:
5. **Range of Services Offered.** Identification of the specific services that the CONSULTANT is qualified in and plans to provide to MAG. Related services may be offered in addition to those referenced above in the Section titled "REQUIRED CONSULTING SERVICES AND ANTICIPATED PROJECTS."
6. **Recent Examples.** Examples of successful, recent experience in providing consultant services in each of the areas of expertise identified above. Preference will be given to Consultants with demonstrated experience and expertise in successfully performing work of a similar nature or related nature.
7. **References.** One reference for each example submitted under item six (6), above. Include the following:
 - a. Date of the project.
 - b. Name and address of client.
 - c. Name and telephone number of the individual in the client organization that had management responsibility for the project.
 - d. Relevance to this SOQ.
 - e. Brief description of the project.
8. **Resumes.** Resumes of each person listed in item three (3) above, indicating education and experience relevant to the areas of expertise. Include abstracts of previously completed similar projects with transferrable skill sets.

MAG Domestic Violence Risk Assessment RFQ

Questions & Answers

Updated 03/29/2016

Q1. Is there a form to complete for this bid, or is it a free form bid?

A1. There is no form to complete, although page four (4) of the Request for Quote does provide a list of requirements and content.

Q2. [Do] you have an example of what you are looking for in terms of a proposal?

A2. The purpose of your submittal is for you to illustrate your experience and how you propose to fulfill the requirements. A list of proposal requirements can be found on page four (4) of the Request for Quote document.