

Memorandum



CITY OF DALLAS

DATE August 24, 2018

Honorable Mayor and Members of the City Council:
TO Councilmember Casey Thomas, II (Chair), Deputy Mayor Pro Tem Adam Medrano (Vice Chair), Councilmember Omar Narvaez, Councilmember Mark Clayton, and Councilmember B. Adam McGough

SUBJECT **Contract with Unlocking Doors®, Inc.**

During the August 20, 2018 Human and Social Needs Committee meeting, the Office of Homeless Solutions was asked to provide an update on a contract with Unlocking Doors®, Inc. dba DOORS®, a local non-profit organization that provides offender re-entry brokerage services, whose last contract expired on December 31, 2017.

Attached (with hard copy of this memo) is a binder provided by Unlocking Doors®, which contains the 2017 Texas Reentry Analytic Client Evaluator (TRACE) Reports (by Council District), covering May 1, 2017 through December 31, 2017. Current data about the effectiveness of the Fresh Start Program will be provided by separate memo through the Office of Community Care.

BACKGROUND:

The City of Dallas, previously through the Housing/Community Services Department, has contracted with Unlocking Doors®, to provide the following services: (1) preparing and compiling a statistical report of client data regarding re-entry rates and recidivism for all City of Dallas Council Districts, and (2) measuring the risks and needs of ex-offenders by conducting and providing the results of the Texas Risk Assessment System – Reentry Tool (TRAS) for clients eighteen (18) years of age and older with criminal backgrounds referred by the City. These contracts included:

- FY2014-15 contract in the amount of \$50,000 for the period January 1, 2015 through December 31, 2015, approved by Council Resolution No. 15-0273, on February 11, 2015
- FY2015-16 contract in the amount of \$50,000 for the period January 1, 2016 through December 31, 2016 approved by Council Resolution No. 15-2066, on November 10, 2015
- FY2016-17 contract in the amount of \$50,000 for the period January 1, 2017 through December 31, 2017, approved by Administrative Action No.17-5511.

The contracts were approved based on a letter from the agency documenting that it is the “sole source” provider of these services.

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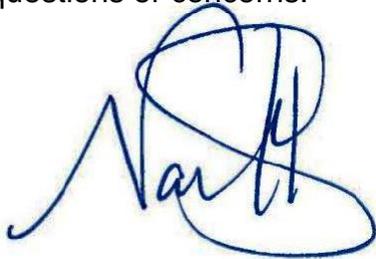
STATUS:

During the process to renew the contract for 2018, staff negotiated with the agency to update the scope of services for the contract, and forwarded the contract development documents (including the “sole source” vendor letter) to the City Attorneys’ Office for preparation of the contract. At that time, the City Attorney’s Office requested documentation and approval from the Office of Procurement (beyond the vendor’s letter) to support the “sole source” determination, to include documentation to show that there are no other providers of re-entry brokerage and referral services.

Upon review, it was determined that the scope of services offered by the agency (although of high quality) did not meet the requirements to be considered “sole source,” since there are other organizations that could provide the services (including the City’s Fresh Start Program, Texas Offender Reentry Initiative (TORI) in Dallas and Fort Worth, and Texas ReEntry Services, Inc. in Fort Worth). For this reason, it was determined that a formal Request for Competitively Sealed Proposals (RFCSP) should be administered for funds covering these services, so that proposals could undergo an evaluation process.

Staff are currently evaluating the need for these types of services as part of the Fresh Start Program enhancement request in the City Manager’s Proposed Budget for FY 2019 should City Council approve the Proposed Budget as requested, staff will initiate a formal Request For Proposal process.

Please contact Nadia Chandler Hardy, Assistant City Manager & Chief Resilience Officer, or Monica Hardman, Managing Director, Office of Homeless Solutions, with any additional questions or concerns.



Nadia Chandler Hardy
Assistant City Manager & Chief Resilience Officer

- c: T.C. Broadnax, City Manager
Larry Casto, City Attorney
Craig D. Kinton, City Auditor
Billerae Johnson, City Secretary
Preston Robinson, Administrative Judge
Kimberly Bizzor Tolbert, Chief of Staff to the City Manager
Majed A. Al-Ghafry, Assistant City Manager
- Jon Fortune, Assistant City Manager
Joey Zapata, Assistant City Manager
M. Elizabeth Reich, Chief Financial Officer
Raquel Favela, Chief of Economic Development & Neighborhood Services
Directors and Assistant Directors