



**TARRANT COUNTY PURCHASING DEPARTMENT**

100 E. Weatherford St. #303 • Fort Worth, TX 76106 • (817) 884-1414 • (817) 884-2629 (Fax)

Melissa Lee, C.P.M., A.P.P.  
Purchasing Agent

Chris Lax, CPSM, CPSD, CPCP  
Assistant Purchasing Agent

January 10, 2024

Elaine Borakove  
President  
The Justice Management Institute  
3033 Wilson Boulevard, Suite 700  
Arlington, VA 22201

Re: RFP No. 2020-035 - Consulting Services for Implementation and Validation of Public Safety Assessment

Dear Elaine Borakove:

Referenced bid was for twelve (12) months with four (4) options to renew for additional twelve (12) months each. The original contract was for the period of April 21, 2020 through April 20, 2021. The effective dates for the fourth and final renewal option will run from April 21, 2024 through April 20, 2025.

Tarrant County Purchasing Department hereby extends an invitation to The Justice Management Institute to accept the fourth and final option for an additional one (1) year period as the primary vendor for this bid as awarded on April 14, 2020. The Justice Management Institute acknowledges formal renewal of the option and any contract is contingent upon review and approval by the Tarrant County Commissioner's Court at a later date. Please mark the appropriate response below and provide your signature above your printed name. All prices must remain firm for the optional renewal period through April 20, 2025.

☒ Yes, The Justice Management Institute will accept the offer to extend the same contract pricing and discounts through April 20, 2025. **Please include a current 1295 Form with your response.**

☐ No, The Justice Management Institute will NOT accept the offer to extend the same contract pricing and discounts through April 20, 2025.

Are any other governmental entities currently utilizing this contract? ☐ Yes ☐ No  
If yes, please return a listing of the participating entities with this letter.

Please fax or email your signed response.

Sincerely,

Brad Richards, Senior Buyer  
Tarrant County  
817-884-1057

  
\_\_\_\_\_  
Elaine Borakove, President  
The Justice Management Institute

1/19/2024  
Date

# Memorandum

**To:** J. Greg Shugart

**Dept.:** Criminal Courts Administration

**From:** Brad Richards, Senior Buyer, Purchasing Department

**Date:** 1/5/2024

**Re:** Renewal of RFP No. 2020-035, Consulting Services for  
Implementation and Validation of Public Safety Assessment

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The above referenced contract will expire on April 20, 2024. This contract included four (4) options to renew with the vendor for additional twelve (12) month terms. The fourth and final renewal term would commence April 21, 2024 and would expire April 20, 2025.

If you wish to exercise this option to renew and continue this contract with the vendor listed below for twelve more months, please check the appropriate item and email this form back to me by January 19, 2024.

Primary      The Justice Management Institute

X Yes, I wish to continue the current contract with the above-mentioned vendor for the fourth and final renewal term of the contract.

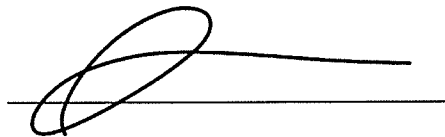
Funds to support this contract will be provided by the following accounts:

**The total price of the project is \$357,717.30 encumbered in PO 4500285178 in account 578025/10000-2022/4125500000**

       No, I do not wish to continue the current contract with the above-mentioned vendor for the following reason(s).

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SIGNATURE: \_\_\_\_\_



DATE: 01/08/2024

**RFP 2020-035 CONSULTING SERVICES FOR IMPLEMENTATION AND VALIDATION OF  
PUBLIC SAFETY ASSESSMENT**

**INITIAL SCORES**

CRITERIA	MAXIMUM POINTS	The Justice Management Institute Arlington, VA HUB - No COOP - Yes	Center for Effective Public Policy, Inc. Kensington, MD HUB - Yes	Justice System Partners South Easton, MA HUB - No COOP - Yes
Corporate Strength, Qualifications and Experience	25	24	25	23
Project Team Experience	10	9	9	8
Implementation Approach and Project Management	35	33	32	31
References	10	9	6	8
Price	20	16	9	20
<b>TOTAL SCORE</b>	<b>100</b>	<b>91</b>	<b>81</b>	<b>90</b>

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**POST-PRESENTATION SCORES**

CRITERIA	MAXIMUM POINTS	The Justice Management Institute Arlington, VA HUB - No COOP - Yes	Center for Effective Public Policy, Inc. Kensington, MD HUB - Yes	Justice System Partners South Easton, MA HUB - No COOP - Yes
Corporate Strength, Qualifications and Experience	25	25	24	24
Project Team Experience	10	10	9	7
Implementation Approach and Project Management	35	33	31	32
References	10	9	6	8
Price	20	16	9	20
<b>TOTAL SCORE</b>	<b>100</b>	<b>93</b>	<b>79</b>	<b>91</b>

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PUBLIC SAFETY ASSESSMENT**

**POST-BAFO SCORES**

CRITERIA	MAXIMUM POINTS	The Justice Management Institute Arlington, VA HUB - No COOP - Yes	Center for Effective Public Policy, Inc. Kensington, MD HUB - Yes	Justice System Partners South Easton, MA HUB - No COOP - Yes
Corporate Strength, Qualifications and Experience	25	25	24	24
Project Team Experience	10	10	9	7
Implementation Approach and Project Management	35	33	31	32
References	10	9	6	8
Price	20	16	9	20
<b>TOTAL SCORE</b>	100	93	79	91

**Primary Award Recommendation:**  
**The Justice Management Institute**  
*Secondary Award Recommendation: Justice  
System Partners*