



Pima County Request for Proposals

In accordance with Pima County Board of Supervisors Policy D 29.6 ("Selection and Contracting of Professional Services"), Pima County Community Services, Employment and Training Department is requesting proposals from qualified economists and firms. Proposals must be signed by an authorized representative of the Proposal and submitted by U.S. mail or hand delivered to the Pima County Kino Service Center, 3rd Floor Reception Desk, 2797 E. Ajo Way, Tucson, AZ 85713 before 5:00 p.m., MST, Friday, December 11, 2015 to receive consideration.

RFP Number: RFP-CSET-EPN-2015-7

RFP Title: Pima County Community Services, Employment and Training (CSET)
Impact Study on the Economic Costs of Poverty

CSET is seeking a contractor to provide an analysis of the economic impact of poverty on Pima County. The contract will be for a one-year period, with the final product delivered within five months and limited consulting for another six months.

SOLICITATION: Pima County CSET is soliciting proposals from respondents that are qualified economists and firms, responsible and willing to provide services in compliance with all specifications and requirements contained in the RFP. Addendums to this RFP may be issued at any time subsequent to the publishing of a solicitation. Parties interested in doing business with CSET are responsible for checking the CSET website for the most current information. Respondents who download the RFP from the CSET website should notify Bonnie.Bazata@pima.gov to register in order to receive notice of such addenda, to assure that the RFP incorporates all addenda. Proposals must be submitted in accordance with the RFP. Failure to do so may be cause for the proposal to be rejected as non-responsive.

Any private for-profit business entity, private non-profit corporation (including a faith-based entity), or public entity, may apply for available funds. All submitted information will be considered public record unless the Proposer clearly notes information is proprietary.

RFP RELEASE DATE: Tuesday, November 10, 2015, 10:00 a.m., Mountain Standard Time (MST)

RFP QUESTIONS DEADLINE: Friday, December 4, 2015, 3:00 p.m., MST

ANSWERS POSTED ONLINE: Monday, December 8, 2015, 3:00 p.m., MST

PROPOSAL DEADLINE: Friday, December 11, 2015, 3:00 p.m., MST

OPENING OF PROPOSALS: Friday, December 11, 2015, 3:10 p.m., MST

RFP available for pick up: Tuesday, November 10, 2015, 10:00 a.m., MST and Monday-Friday, 8 a.m.-5 p.m., Kino Service Center, 3rd Floor Reception Desk, 2797 E. Ajo Way, Tucson, AZ 85713

RFP available online: <http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903>.

If you download this RFP contact Bonnie.Bazata@pima.gov to register for updates.

Questions may be directed to Bonnie Bazata at Bonnie.Bazata@pima.gov. Written questions will only be accepted up to five (5) business days prior to Proposal deadline and should be emailed to Bonnie.Bazata@pima.gov. Responses will be posted on CSET website at <http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903>. **Phone calls will not be accepted.**

Submit proposal to Pima County CSET, Kino Service Center, 3rd Floor Reception Desk, 2797 E. Ajo Way, Tucson, AZ 85713, in a sealed envelope with the following information on the outside of the envelope:

- RFP Title
- RFP Number
- Due Date and Time
- Proposer's Name, Address, and Email

The above dates may change. Please visit <http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903> to ensure that the dates and activities listed are still appropriate as the date for each approaches.

PUBLISH DATE: Tuesday, November 10, 2015

PUBLICATION: The Daily Territorial,

<http://webcms.pima.gov/cms/one.aspx?portalId=169&pageId=24903>, www.azgrants.com

CONTACT PERSON: Bonnie Bazata, Bonnie.Bazata@pima.gov or 520-724-3704

SCOPE OF WORK

Poverty in Pima County: Developing an Economic Impact Study

Poverty negatively affects the economic prosperity of a community. The Pima County CSET requests proposals from qualified vendors to determine the economic impact of poverty in Pima County.

Human capital – the education, work experience, training and health of the workforce – is considered one of the fundamental drivers of economic growth. Individuals living in poverty face increased risk of adverse outcomes such as lower graduation rates, poor health, low productivity, and increased crime in unsafe neighborhoods. Poverty not only limits an individual's ability to remain healthy and contribute talents and labor to the economy, it also puts a strain on government resources and causes decreased economic opportunity in the community. Investments in education, job training, housing, infrastructure and transportation, preventative health care, etc. will help move people out of poverty. This study will analyze the costs of poverty to Pima County with the goal of determining an overall cost both in terms of impact

and potential. In other words, what is the cost of poverty and keeping the status quo in place compared to the potential economic impact of reducing poverty?

An analysis of economic impact should include the cost of lost revenue and the impact on the tax base, and an estimate of the cost of lost economic activity due to poverty in Pima County resulting in an estimated overall cost to GDP. The study should also analyze the cost of intergenerational transfer and lost opportunity costs of poverty. For example, what percentage of children in poverty will experience poverty in adulthood? How much potential income and tax revenue is lost as a result of this intergenerational transfer of poverty?

The analysis of economic potential sheds light on the impact of adults and families no longer living in poverty. It could include a review of the reduction in crime rates and other negative costs, along with the impact of potential increased tax revenues, the gain in educational levels and commensurate wage increase from the hypothetical attainment of a post-secondary certificate or associate's degree and a four-year degree, and other potential economic gains of additional revenues and economic activity.

Finally, the study should include an estimate of the economic impact of households with incomes below poverty who move up to the 200% of poverty threshold. What would be the potential tax revenue? What would be the impact on economic activity? Specifically:

- 1) What would the potential savings to the Pima County taxpayer be if 10% of the households living below 100% of the poverty level began earning at least 200% of the poverty level?
- 2) What increased economic activity would result if 10% of the households living below 100% of the poverty level began earning at least 200% of the poverty level?

Studies have been conducted in other communities. Proposers may select one as a methodology, select parts of several studies used by other communities, and/or proposers may develop a methodology unique to this study. The proposal should outline the methodology and primary data sources to be used with justification, and should include the City of Tucson stress maps (<https://www.tucsonaz.gov/pdsd/composite-stress-index-maps>), 2010 Census data, the American Community Survey data from 2010 to 2015, and other data as required.

The successful Proposer will develop an approach that addresses both of these questions using established research and clear, defensible reasoning processes. If there are relevant economic trends that can help inform the results of this study, those should be included.

I. PROPOSAL SUBMISSION REQUIREMENTS

- A. 12-point font and double-spaced.
- B. Submit one (1) original proposal and five (5) copies, 3-hole punched, and paper clipped.
- C. Obtain a Transmittal Receipt with the date and time of Proposal submitted from the Pima County CSET 3rd Floor Receptionist.

II. CONTRACTOR SHALL PROVIDE THE FOLLOWING TECHNICAL ASSISTANCE TO CSET:

- A. Recommend methodologies, formulas, studies, and data sets that will be used to guide the study in the two areas described of the analysis of economic impact and economic potential.
- B. Using the approved methodologies, formulas, studies, and data sets, conduct a study that results in a detailed narrative report, which includes a summary analysis and graphic representation of data as well as a slide presentation summarizing findings.
 - 1. The report must include a defensible analysis that includes detailed explanation of source information, methodologies, and calculations.
- C. Provide up to eight presentations for a period of one year following the study’s completion.

III. TIMELINE

Pima County shall provide guidance to Contractor on project design and related studies developed for other communities and local governments. The projected timeline will be as follows, unless renegotiated as needed:

- A. Within three weeks of appointment: Provide an initial overview of the study structure including the source materials, methodologies, and data to be used.
- B. Within three weeks of the approval of the above: Present plan for further input. Once approved, up to 30% of funding will be released.
- C. Within six weeks after input noted above: Complete draft of report and review with committee. Once approved, up to 30% of funding will be released.
- D. Within four weeks of completion of draft: Finalize and present report and report summary. Once approved up to 25% of the funding will be released.
- E. Up to six months following final report: Provide presentations for up to eight audiences. Once completed, the final 15% of funding will be released.

IV. COST

Contractor shall provide County with a written invoice according to the following budget:

Meetings	___	hours at	\$___	per hour	\$___
Analysis/Writing	___	hours at	\$___	per hour	\$___
Clerical support	___	hours at	\$___	per hour	\$___
Presentations	___	Hours at	\$___	Per hour	\$___
TOTAL PROJECT					\$___

V. QUALIFICATIONS

- A. Contractor shall employ suitably trained and skilled professional personnel to perform all consultant services under this Contract. Indicate the name of who the author/lead researcher will be.

- B. The Contractor will recommend and detail the methodologies, formulas, studies, and data sets that will be used to guide the study.

- C. Project roles (for teams) are as follows:

Name	Role	Hours

- D. Attach the following:
 - 1. Resumes for each team member that are no more than two pages each.
 - 2. A list of comparable projects/publications.
 - 3. A sample of past work (or provide via web link).

VI. SELECTION CRITERIA

Selection will be based primarily on the total score on the following rating criteria as determined by a committee of CSET staff and partners.

- A. Team qualifications (25 points)
- B. Quality and relevance of experience (25 points)
- C. Quality of writing sample (25 points)
- D. Cost (25 points)

It is the policy of Pima County government to ensure full and equitable economic opportunities to persons or businesses that compete for business with Pima County government, including small business enterprises (SBE). The goal of the race and gender neutral small business enterprise (SBE) program is to expand employment opportunities and promote the local economy by fostering the formation and growth of local small businesses and to encourage contracting with all small local businesses. The Equal Opportunity Clause reads:

- 1. The contractor shall not discriminate against any employee because of race, color, religion, sex, national origin, age, or disability. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, age, or disability. Such action shall include, but not be limited to, the following: employment up-grading, demotion, or termination; rates of pay or other forms of compensation; and selection for training.

2. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices summarizing the provisions of this equal opportunity clause.
3. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that the contractor is an equal opportunity employer.
4. The contractor understands that it is the policy of Pima County government to ensure full and equitable economic opportunities to persons or businesses that compete for business with Pima County government.
5. The contractor shall permit access to any relevant and pertinent reports and documents by the procurement director for the sole purpose of verifying compliance with this title and its related policy and regulations. All such materials provided to the county by the contractor shall be kept confidential to the extent possible.
6. The contractor shall not obstruct or hinder the county in the fulfillment of duties and responsibilities imposed by this title and its related policy and regulations.
7. The contractor and each subcontractor shall include a summary of this equal opportunity clause in every subcontract. The contractor will take such action with respect to any subcontractor as is necessary as a means of enforcing the provisions of the equal opportunity clause.

The inclusion of this clause may be waived by the procurement director where it is appropriate due to a similar clause requirement by state or federal law. (Ord. 2011-15 § 1 (part), 2011: Ord. 2009-47 § 1 (part), 2009: Ord. 1997-44, 1997). For full details on the policy, please visit this website: https://www.municode.com/library/az/pima_county/codes/code_of_ordinances?nodeId=TIT20THSMBUENPAPR.