



"Serving Since 1864"

YAVAPAI COUNTY SHERIFF'S OFFICE

David Rhodes, Sheriff

255 East Gurley Street, Prescott, AZ 86301

(928) 771-3260

www.ycsoaz.gov

April 1, 2025

RE: Request for Best and Final Offer

Yavapai County Jail District Solicitation No. 25-001-01, Inmate Medical and Restoration to Competency Services

Dear Sir/Madam:

Yavapai County Jail District (District) has completed its review of Offers in response to Solicitation No. 25-001-01. The District is issuing a written request for Best and Final Offers. If offeror does not submit a notice of withdrawal or a Best and Final Offer, the immediate previous offer will be construed as the Best and Final Offer.

With this Request for Best and Final Offer, the District is hereby requesting your Best and Final Offer and is requesting that all Best and Final Offers include information and clarification on the following:

1. Please provide an updated bid for a fixed capitated rate for medical services based on the average daily population (ADP) in 2023 of 554, using a population range between 500 and 600.
2. Please provide an updated bid for the Return to Competency Program that reflects operation of the program at the maximum population of twenty (20) participants.
3. Please provide an updated bid for the staffing plan to support the operation of the Return to Competency Program at the maximum population of twenty (20) participants.

Best and Final Offers must include a Best and Final Offer Sheet, a copy of the form is attached to this Request for Best and Final Offer. These Best and Final Offers must include a completed and signed Best and Final Offer Acknowledgement and Acceptance, a copy of the form is attached to this Request for Best and Final Offer. It is an acknowledgement and acceptance of the terms and conditions of the Request for Best and Final Offer and the terms and conditions of Solicitation No. 2025-001-01. The Best and Final Offer Acknowledgement and Acceptance must be submitted with Best and Final Offers and signed by and authorized representative of Offeror who represents and warrants that representative is authorized to execute the Best and Final Offer on behalf of Offeror and to bind Offeror.

Best and Final Offers must include a completed and signed Certification of Non-Participation in Request for Best and Final Offer, a copy of the form is attached to this Request for Best and Final Offer.

This Request for Best and Final Offer is only an invitation to participate further in the RFP process; it does not convey or imply anything more. This Request for Best and Final offer is not intended to be a binding commitment to contract, nor will the District be obligated in any manner until a formal written contract has been executed by all necessary parties. Accordingly, all activities in furtherance of this process, including Offeror's compliance with the conditions set forth in this Request for Best and Final Offer and Solicitation No. 25-001-01 are considered to be at Offeror's sole cost and risk.

Offeror must submit six (6) USB drives and one hard copy in the same envelope of its Best and Final Offer, mailed or delivered to:

Yavapai County Board of Supervisors
Clerk of the Board
1015 Fair Street
Room 310
Prescott, AZ 86305

All Best and Final Offers must be sealed and plainly marked with **"Best and Final Offer Yavapai County Jail District Solicitation No. 25-001-01"** or **"BAFO YCJD 25-001-01"** and be directed to the attention of the **"Clerk of the Board."**

All Best and Final Offers must be received on or prior to the exact time and date of **April 17, 2025, at 1:30 PM MST** (local time). Late Best and Final Offers will not be considered.

Best and Final Offers will be publicly opened at 2:00 PM MST (local time) on Thursday, April 17 2025, at 1015 Fair Street, Room 112, Prescott, AZ 86305. All Best and Final Offers received by the correct time and date shall be opened and the name of each Offeror will be publicly read. All other information contained in the Best and Final Offers shall remain confidential until an Award is made, except as may otherwise be required by law or court order.

Best and Final Offers shall be in the actual possession at the location indicated, on or prior to the exact time and date indicated above. Time is of the essence as to all Best and Final Offers.

OFFERORS ARE STONGLY ENCOURAGED TO CAREFULLY READ THIS REQUEST FOR BEST AND FINAL OFFER AND SOLICIATION NO. 25-001-01.

Sincerely,



David Rhodes
Sheriff

REQUIRED DOCUMENTS FOR OFFER

BEST AND FINAL OFFER SHEET YAVAPAI COUNTY JAIL DISTRICT REQUEST FOR PROPOSAL SOLICITATION NO. 2025-001-01

Offeror must complete, sign, and submit this form with the Proposal response. An unsigned "Offer", late Proposal response, and/or a materially incomplete response will be considered nonresponsive and rejected. Offeror is to type or legibly write in ink all information required below. A scanned copy of this page is acceptable.

COMPANY INFORMATION			
Full Company Legal Name:			
Street Address:			
City, State, Zip:			
Contact Person for Clarifications Related to this Offer:			
E-mail Address:		Phone Number:	
COMPANY TAX INFORMATION			
Arizona Transaction Privilege (Sales) Tax License No.:			
Federal Employer Identification No.:			

THIS BEST AND FINAL PROPOSAL IS OFFERED BY

REQUIRED SIGNATURE OF AUTHORIZED OFFEROR

The Undersigned hereby offers and agrees to furnish the material, service and/or construction in compliance with all terms, conditions, specifications, and amendments in the Request for Best and Final Offer and Solicitation No. RFP # 25-001-01, including written exceptions, if any. By signing below, Offeror also certifies understanding and compliance with the Request for Best and Final Offer and Solicitation No. RFP # 25-001-01, including the Special Requirements and Scope of Work. Offeror certifies that prices offered were independently developed without consultation with any other Offeror or potential Offeror. Failure to sign and return this form with Proposal response will be considered nonresponsive and rejected.

Signature of Authorized Offer

Date

Print or Type Name of Authorized Individual

Title of Authorized Individual

REQUIRED DOCUMENTS FOR OFFER

ACKNOWLEDGEMENT AND ACCEPTANCE

Explanatory Note: The purpose of this form is to confirm Offeror's acknowledgement and acceptance of the terms and conditions of the Request for Best and Final Offer and Solicitation, subject to any exceptions or modifications to terms or conditions that are expressly requested and have been approved prior to submission of the Offer.

Acknowledgement:

Offeror, by and through the undersigned representative, with its Best and Final Offer acknowledges and accepts all terms and conditions of the Request for Best and Final Offer and Solicitation No. 2025-001-01. As used in this form, "Terms and Conditions of the Request for Best and Final Offer and Solicitation" means all terms, conditions, specifications, certifications, and warranties set forth in the documents that comprise the Request for Best and Final Offer and Solicitation, including, but not limited to, the Uniform Instructions for Offers, Special Rules for Offers (if any), General Terms and Conditions of Contract, Special Requirements of Solicitation, Scope of Work, Solicitation Addendums (if any).

I/We have received and considered the Request for Best and Final Offer and Solicitation No. 2025-001-01, including any Solicitation Addendums through Addendum # _____.

<i>Signature of Authorized Representative of Offeror:</i>		<i>Date:</i>
<i>Printed Name and Title:</i>		
<i>Full Company Legal Name:</i>		
<i>Street Address:</i>	<i>City, State:</i>	<i>Zip:</i>

REQUIRED DOCUMENTS FOR OFFER

CERTIFICATION OF NON-PARTICIPATION IN REQUEST FOR BEST AND FINAL OFFER

I, _____ (print name of person authorized to sign),

The _____ (Title) of _____ (Company Name.)

1. I am authorized to sign this certification on behalf of Offeror.
2. Offeror hereby certifies it did not participate in, develop, or draft specifications, or requirements in relation to the Request for Best and Final Offer for Yavapai County Jail District Request for Proposal, Inmate Medical and Restoration to Competency Services Solicitation No. 25-001-01.

I declare under penalty of perjury that the content of this certification is true and correct.

Executed on this ____ day of _____, 2025.

Signature of Person Authorized to Sign this Certification _____

Printed Name and Title: _____

Full Company Legal Name

Street Address, City, State, Zip