

**REPORT FROM EVALUATION COMMITTEE  
REQUEST FOR PROPOSALS FOR  
CONSULTANT SERVICES FOR FRESNO YOUTH COMMISSION MANAGEMENT  
RFP NO. 10068**

**COMMITTEE MEMBERS**

GEORGEANNE WHITE – Assistant City Manager  
MATTHEW GRUNDY – Deputy Mayor  
TERRY COX – District 1 Council Chief of Staff

**BACKGROUND**

In 2015, the Fresno City Council created the Fresno Youth Commission to advise the Council and Mayor on issues relating to youth. The Youth Commission includes eight voting Commissioners and eight alternate non-voting members, comprised of two from each Council District and two from the city at-large appointed by the Mayor. Youth Commissioners must be between the age of 15-21 when appointed and each shall hold a two-year term. No Commissioner may serve more than two terms (four years total).

Responsibilities of Youth Commissioners include acting as liaisons between the Youth Commission (and ultimately the City Council Members and Mayor) and their constituents; those constituents being either student body populations or community youth populations; connecting with the young people they represent, so as to best communicate their views and needs to the City Council Members and Mayor; and represent the Youth Commission in the community through Town Hall meetings. Commissioners are tasked with inviting constituents from their respective districts.

The selected Consultant will be tasked with working with the Youth Commissioners in developing and implementing an outreach plan to recruit a diverse pool of candidates that represent the economic, geographic, gender, and cultural diversity of the City; facilitating Youth Commission meetings and procedures; developing Youth Commissioners' Leadership Skills, Civic Awareness, and Fulfilling the Goals of the Commission.

**EVALUATION PROCESS**

Two Proposers submitted proposals within the required deadline and were evaluated based on:

1. Cost
2. Ability
3. Past Performance and Experience
4. Conformance to the terms and conditions of the RFP
5. Financial Stability

A Committee meeting was held on October 26, 2021. Interviews with both proposers were held on October 28, 2021.

**RECOMMENDATION**

While both proposers were strong, the Committee unanimously agreed that California Health Collaborative should be awarded the contract.