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EC-26-42

CITY OF ALBUQUERQUE

Albuquerque, New Mexico

Office of the Mayor

Mayor Timothy M. Keller

INTER-OFFICE MEMORANDUM January 6, 2025

TO: Klarissa J. Peña, President, City Council

FROM: Timothy M. Keller, Mayor

SUBJECT: Recommendation of Award for RFP-2025-689-ACS-DZ, Violence Intervention, Therapeutic & Trauma Services

The City of Albuquerque's Community Safety Department in conjunction with the Department of Finance and Administrative Services, issued the RFP for Violence Intervention, Therapeutic & Trauma Services. The RFP will allow for the Department to offer these services for its clients, particularly those within the Violence Intervention Division.

The RFP was posted on the Purchasing public facing website on August 25, 2025 and advertised on Social Media on August 28, 2025.

The City received a single response to this solicitation. The ad hoc evaluation committee evaluated and scored the proposal in according with the evaluation criteria found within the RFP. After thoroughly reviewing the proposal, Youth Development Inc. (YDI) was determined to have met all required criteria, was responsive, qualified, and recommended for award.

I concur with this recommendation.

The City's Albuquerque Community Safety Department will manage this contract.

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Recommendation of Award for RFP-2025-689-ACS-DZ Violence Intervention, Therapeutic & Trauma Services

Initial CW DS CD

Approved:

Samantha Sengel 2/9/26

Samantha Sengel, EdD Date
Chief Administrative Officer

Approved as to Legal Form:

DocuSigned by: Lauren Kuch 1A21D96D33C74EE... 2/4/2026 | 1:50 PM MST

Date
City Attorney

Recommended:

DocuSigned by: Jodie Esquibel 372F759C4E70452... 2/3/2026 | 10:35 AM MST

Date
Director

Cover Analysis

1. **What is it?**

This is a request for approval of the Mayor's Recommendation of Award for RFP-2025-689-ACS-DZ.

2. **What will this piece of legislation do?**

This legislation will request approval of the Mayor's Recommendation of Award for RFP-2025-689-ACS-DZ and authorize the Community Safety Department, Violence Intervention Division to negotiate and enter into a contract for services outlined in the scope of RFP-2025-689-ACS-DZ.

3. **Why is this project needed?**

This project will allow for trauma recovery and therapeutic services to victims of violence within Albuquerque, as referred by the Albuquerque Community Safety department.

4. **How much will it cost and what is the funding source?**

$300,000 in FY26 and $600,000 in FY27, ACS's CM-110-143 budget.

5. **Is there a revenue source associated with this contract? If so, what level of income is projected?**

N/A

6. **What will happen if the project is not approved?**

If unawarded, the Department and it's Violence Intervention Division will have severely limited capacity to interrupt cycles of violence and addiction. Trauma recovery and therapy are a critical piece of stabilizing people and families.

7. **Is this service already provided by another entity?**

No.

FISCAL IMPACT ANALYSIS

TITLE: Request Authorization of Professional Technical Agreement with Youth Development Inc. for Trauma Recovery and Therapeutic Services

R: O:
FUND: 110

DEPT: Community Safety

[X] No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.

[ ] (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:

	Fiscal Years 2026	2027	2028	Total
Base Salary/Wages				-
Fringe Benefits at				-
Subtotal Personnel	-	-	-	-
Operating Expenses				-
Property		-	-	-
Indirect Costs	-	-	-	-
Total Expenses	$ -	$ -	$ -	$ -
[x] Estimated revenues not affected				
[ ] Estimated revenue impact				
Revenue from program				0
Amount of Grant		-	-	
City Cash Match				
City Inkind Match				
City IDOH	-	-	-	-
Total Revenue	$ -	$ -	$ -	$ -

These estimates do not include any adjustment for inflation.

* Range if not easily quantifiable.

Number of Positions created

COMMENTS: YDI is an existing vendor to the Community Safety department since fiscal year 2024. The contract has historically been with FCS and HHH departments. With the expiration of the current contract, the new agreement will be directly with the Community Safety department. $300,000 for FY26 will come from existing Community Safety General fund Budget, Dept ID 1430000, for contractual services; and $600,000 for FY27 will come from Community Safety General fund Budget, Dept ID 1430000 pending council's approval. This Agreement may be extended, for up to a total of three years, depending on the availability of funds and the performance of the Contractor.

COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:

PREPARED BY: DocuSigned by: Nadine Baca 1/15/2026 | 7:25 AM MST
3BF906B1E6E84D1...
FISCAL ANALYST

APPROVED: DocuSigned by: Jodie Esquivel 1/15/2026 | 9:26 AM MST
DIRECTOR 70452...

REVIEWED BY:
Signed by: Malvanda Biazar 1/15/2026 | 9:32 AM MST
EXECUTIVE BUDGET ANALYST

DocuSigned by: Lawrence Davis 1/15/2026 | 11:42 AM MST
CB20AA9D4203464...
BUDGET OFFICER

Signed by: Christine Bowman 1/20/2026 | 8:51 AM MST
BA2C41AA2D5F7B...
CITY ECONOMIST

Docusign Envelope ID: 52018B76-7ACC-43E8-95C8-F02879F5BEE5

City of Albuquerque

Department of Finance and Administrative Services

Timothy M. Keller, Mayor

Interoffice Memorandum

Date 10/21/2025 | 1:53 PM MDT

TO: Dr. Samantha Sengel, Chief Administrative Officer

FROM: Jodie Esquibel, Director, Community Safety Department

DS JE

SUBJECT: **Recommendation of Award –**
RFP Number: RFP-2025-689-ACS-DZ
RFP Name: Violence Intervention, Therapeutic & Trauma Services

The Department of Finance and Administrative Services, Purchasing Division, issued the subject solicitation in conjunction with the Community Safety Department and developed the RFP for Violence Intervention, Therapeutic & Trauma Services.

The solicitation was posted on the Purchasing website on August 25, 2025 and advertised on Social Media. The number of responses received for evaluation was one (1).

The Ad Hoc Evaluation Committee evaluated and scored the responses in accordance with the evaluation criteria published in the RFP and recommends award of the contract to Youth Development Inc.

I concur with this recommendation. Listed below is the composite score for the response received:

COMPANY NAME	SCORE
Youth Development Inc.	1,041.25

The Department that will be managing this contract is the Community Safety Department

Approved:

Chief Administrative Officer — Samantha Sengel

Title — Name

DocuSigned by:
BC2424C09B8741A...

11/13/2025 | 12:08 PM MST

Signature — (Date)

Attachment: Scoring Summary

Docusign Envelope ID: 52018B76-7ACC-43E8-95C8-F02879F5BEE5

RFP-2025-689-ACS-DZ - Violence Intervention Therapeutic & Trauma Services

Scoring Summary

Active Submissions

Supplier	Total	Acknowledgement of receipt of Addendum #1	I agree to the required City of Albuquerque Terms and conditions	If awarded a contract I agree to provide the required insurances as stated in the RFP	Signed/Completed Pay Equity Form (link to form shown in RFP section 1.24)	Any exceptions shall be identified by the RFP Section, Subsection, and must state the specific exception the Offeror has, as well as any alternative language. The City's receipt of exceptions in a response is not an acceptance of any requested changes to the Required Contract Terms. The Required Contact Terms may differ from the terms in the final contract awarded under this RFP	Technical Proposal only. DO NOT COMBINE WITH COST PROPOSAL	Cost Proposal	A - Technical Proposal Only	A-1 - Detailed Approach	A-2 - Experience and Qualifications	A-3 - Demonstrated Past Performance	A-4 - Project Management Structure	A-5 - Preferred but not Required- Employment Training and/or Transitional Employment	A-6 - Preferred but not Required- Weekend/Holiday service availability	B - Cost Proposal Only	B-1 - Cost Proposal
	/ 1,100.00 pts	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	/ 1,000.00 pts	/ 300 pts	/ 250 pts	/ 175 pts	/ 175 pts	/ 50 pts	/ 50 pts	/ 100 pts	/ 100 pts
Youth Development, Inc.	1,041.25	Pass	Pass	Pass	Pass	Pass	Pass	Pass	941.25	280	242.5	167.5	163.75	46.25	41.25	100	100

City of Albuquerque

Request for Proposals

Solicitation Number: RFP-2025-689-ACS-DZ

Violence Intervention, Therapeutic & Trauma Services

Release date: August 25, 2025

Deadline for Receipt of Proposals: September 24, 2025: 4:00 p.m. (Mountain Time)
The City eProcurement System will not allow Proposals to be submitted after this date and time.

Pre-Proposal Conference: September 8, 2025

City of Albuquerque
Department of Finance and Administrative Services
Purchasing Division
V2024.07.10 JLB

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INTRODUCTION

The City of Albuquerque Purchasing Division, on behalf of the Albuquerque Community Safety Department (ACS), is seeking proposals from qualified Offerors to provide culturally responsive, evidence-based therapeutic and trauma recovery services tailored to Albuquerque's diverse communities, serving individuals at highest risk of involvement in gun violence and violent crime. This Request for Proposals (RFP) aims to support comprehensive intervention efforts aligned with the City's violence prevention strategies.

The selected Offeror(s) shall deliver innovative programs focused on trauma-informed care and cognitive behavioral therapy (CBT) with an emphasis on measurable outcomes. The primary focus of this solicitation will be youths aged twelve (12) to twenty-six (26) but individuals twenty-seven (27) and older may also be supported on a case by case basis. The selected Offeror(s) shall demonstrate a clear approach to identifying, engaging, and serving these populations.

ACS anticipates awarding up to $600,000, which may be awarded to a single Offeror or divided among multiple Offerors, at the City's discretion.

PART 1

INSTRUCTIONS TO OFFERORS

1.1 RFP Number and Title: RFP-2025-689-ACS-DZ, "Violence Intervention, Therapeutic & Trauma Services"

1.2 Proposal Due Date: September 24, 2025 - NLT 4:00 PM (Local Time)

The time and date Proposals are due shall be strictly observed.

1.2.1 Non-Mandatory Pre-Proposal Conference: This is not a mandatory pre-Proposal conference, but highly recommended. Those vendors who choose not to attend shall be solely responsible for obtaining any additional information, clarifications or addenda resulting from this meeting.

When: Sep 8, 2025, 2:00 PM – 3:00 p.m Mountain Time (US and Canada)

Where: Virtual via Zoom

Join Instructions:
https://cabq.zoom.us/meetings/82729488720/invitations?signature=-rFkuxbo3XOa8GI-33OU3FSi77F5ogV123OlivC0tzg

1.2.2 Questions: All questions shall be submitted in written format in the City's eProcurement system prior to the close date for questions and answers.

1.3 Purchasing Division: This Request for Proposals ("RFP") is issued on behalf of the City of Albuquerque by its Purchasing Division, which is the sole point of contact during the entire procurement process.

1.4 Authority: Chapter 5, Article 5 of the Revised Ordinances of the City of Albuquerque, 1994, ("Public Purchases Ordinance"). The City Council, pursuant to Article 1 of the Charter of the City of Albuquerque and Article X, Section 6 of the Constitution of New Mexico, has enacted this Public Purchases Ordinance as authorized by such provisions and for the purpose of providing maximum local self-government. To that end, it is intended that this Public Purchases Ordinance shall govern all purchasing transactions of the City and shall serve to exempt the City from all provisions of the New Mexico Procurement Code, as provided in Section 13-1-98K, NMSA 1978.

1.5 Acceptance of Proposal: Acceptance of Proposal is contingent upon Offeror's certification and agreement by submittal of its Proposal, to comply and act in accordance with all provisions of the following:

1.5.1 City Public Purchases Ordinance

1.5.2 City Purchasing Rules and Regulations: These Rules and Regulations ("Regulations") are written to clarify and implement the provisions of the Public Purchases Ordinance. These Regulations establish policies, procedures, and

guidelines relating to the procurement, management, control, and disposal of goods, services, and construction, as applicable, under the authority of the Ordinance.

1.5.3 Civil Rights Compliance: Acceptance of Proposal is contingent upon the Offeror's certification and agreement by submittal of its Proposal, to comply and act in accordance with all provisions of the Albuquerque Human Rights Ordinance, the New Mexico Human Rights Act, Title VII of the U.S. Civil Rights Act of 1964, as amended, and all federal statutes and executive orders, New Mexico statutes and City of Albuquerque ordinances and resolutions relating to the enforcement of civil rights and affirmative action. Questions regarding civil rights or affirmative action compliance requirements should be directed to the City of Albuquerque Human Rights Office.

1.5.4 Americans with Disabilities Act Compliance: The Offeror certifies and agrees, by submittal of its Proposal, to comply and act in accordance with all applicable provisions of the Americans With Disabilities Act of 1990 and federal regulations promulgated thereunder.

1.5.5 Insurance and Bonding Compliance: Acceptance of Proposal is contingent upon Offeror's ability to comply with the insurance requirements as stated herein. Please include a certificate or statement of compliance in your Proposal and bonds as required.

1.5.6 Ethics:

1.5.6.1 Fair Dealing. The Offeror warrants that its Proposal is submitted and entered into without collusion on the part of the Offeror with any person or firm, without fraud and in good faith. Offeror also warrants that no gratuities, in the form of entertainment, gifts or otherwise, were, or will be offered or given by the Offeror, or any agent or representative of the Offeror to any officer or employee of the City with a view toward securing a recommendation of award or subsequent contract or for securing more favorable treatment with respect to making a recommendation of award.

1.5.6.2 Conflict of Interest. The Offeror warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under the contract resulting from this RFP. The Offeror also warrants that, to the best of its knowledge, no officer, agent or employee of the City who shall participate in any decision relating to this RFP and the resulting contract, currently has, or will have in the future, a personal or pecuniary interest in the Offeror’s business.

1.5.7 Participation/Offeror Preparation: The Offeror may not use the

consultation or assistance of any person, firm company who has participated in whole or in part in the writing of these specifications or the Scope of Services, for the preparation of its Proposal or in the management of its business if awarded the contract resulting from this RFP.

1.5.8 Debarment or Ineligibility Compliance: By submitting its Proposal in response to this RFP, the Offeror certifies that (i) it has not been debarred or otherwise found ineligible to receive funds by any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States; and (ii) should any notice of debarment, suspension, ineligibility or exclusion be received by the Offeror, the Offeror will notify the City immediately.

Any Proposal received from an Offeror that is, at the time of submitting its Proposal or prior to receipt of award of a contract, debarred by or otherwise ineligible to receive funds from any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, shall be rejected.

Upon receipt of notice of debarment of an Offeror awarded a contract as a result of this RFP ("Contractor"), or other ineligibility of the Contractor to receive funds from any agency of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States, the City shall have the right to cancel the contract with the Contractor resulting from this RFP for cause in accordance with the terms of said contract.

1.5.9 Goods Produced Under Decent Working Conditions: It is the policy of the City not to purchase, lease, or rent goods for use or for resale at City owned enterprises that were produced under sweatshop conditions. The Offeror certifies, by submittal of its Proposal in response to this solicitation, that the goods offered to the City were produced under decent working conditions. The City defines "under decent working conditions" as production in a factory in which child labor and forced labor are not employed; in which adequate wages and benefits are paid to workers; in which workers are not required to work more than 48 hours per week (or less if a shorter workweek applies); in which employees are free from physical, sexual or verbal harassment; and in which employees can speak freely about working conditions and can participate in and form unions. [*Council Bill No. M-8, Enactment No. 9-1998*]

1.5.10 Graffiti Free: When required, the Contractor will be required to furnish equipment, facilities, or other items required to complete these services, that are graffiti-free. Failure of Contractor to comply with this requirement may result in cancellation of the contract resulting from this RFP.

1.6 City Contact: The sole point of contact for this RFP is the City of Albuquerque Purchasing Division. Questions regarding this RFP should be directed to the following Purchasing representative unless otherwise specified in the solicitation. The City Contact will communicate with Offerors through its e-procurement system, Bonfire. Offerors will receive e-mail notifications from Bonfire to the e-mail that Offeror included in its Bonfire registration. Offerors are responsible for monitoring any communications sent through Bonfire and responding to any requests for information or directives within stated deadlines.Offerors who fail to abide by this instruction may be deemed nonresponsive.

- David Zamora, Senior Buyer, Department of Finance and Administrative Services, Purchasing Division
- Phone: (505) 768-3866 or E-Mail: david@cabq.gov
- Post Office Box 1293, Albuquerque, New Mexico 87103

1.7 Contract Management: The contract resulting from this RFP shall be managed by the Albuquerque Community Safety Department, Violence Prevention and Intervention Division.

1.8 Clarification: Any explanation desired by an Offeror regarding the meaning or interpretation of this RFP shall be requested in writing not less than ten (10) working days prior to the deadline for the receipt of Proposals to allow sufficient time for a reply to reach all Offerors before the submission of their Proposals. No extension of time will be granted based on submission of inquiries subsequent to the required date nor will such inquiries be answered. All inquiries must be directed to the Purchasing Division as stated herein and must be submitted through the City's eProcurement system Bonfire. **The City will not respond to questions that are submitted by any other means than electronically through the City's eProcurement system**. Oral explanations or instructions given before the award of the contract or at any time will not be binding. Purchasing shall prepare answers to questions in the form of Addenda to this RFP and shall post all such Addenda to the online eProcurement System.

1.9 Submission of Proposals. The Offeror's Proposal shall be submitted **electronically** through the eProcurement system pursuant to the following requirements:

1.9.1 Electronic Copy. Submit your complete Proposal including all forms, attachments, exhibits, Technical Proposal, Cost Proposal, etc. using the eProcurement System at https://cabq.bonfirehub.com/portal/?tab=openOpportunities. Please allow a minimum of two (2) business days to submit your proposal. If you do not have a username and password, please register as this is the only method to submit electronically on the Bonfire portal. Please make sure to register on the system in order to receive notices and submit a response to a solicitation. For assistance, please contact support@gobonfire.com or 1-800-354-8010. **Failure to submit your proposal electronically through the City's eProcurement system shall result in your proposal**

being deemed nonresponsive.

1.9.2 Format. Each file uploaded to the eProcurement System shall be in single PDF format unless otherwise indicated. The City's preferred format is Optical Character Recognition (OCR) searchable PDF format. Do not encrypt files and do not password protect the documents submitted.

1.9.3 ALL PROPOSALS SHALL BE RECEIVED BY THE CITY PURCHASING DIVISION AS SPECIFIED HEREIN. IF YOU FAIL TO COMPLY WITH THE SUBMISSION REQUIREMENTS IN THIS SECTION 1.9, THE CITY SHALL DEEM YOUR PROPOSAL NONRESPONSIVE.

1.9.4 No other methods of Proposal delivery. Neither telephone, facsimile, nor telegraphic Proposals shall be accepted.

1.9.5 Modification. Proposals may be modified or withdrawn only by written notice, provided such notice is received prior to the Proposal Due Date.

1.9.6 Receipt of Proposals. The only acceptable evidence to establish the time of receipt of Proposals by City Purchasing Office is the time-date stamp of the eProcurement System.

1.9.7 Acknowledgment of Addenda to the Request for Proposals. Receipt of Addenda to this RFP by an Offeror shall be acknowledged in the City's eProcurement system. Failure to acknowledge an Addendum may result in your response being deemed non-responsive.

1.10 Modifications to Scope of Services: In the event that sufficient funds do not become available to complete each task in the Scope of Services, the Scope of Services may be amended, based upon the cost breakdown required in the Cost Proposal.

1.11 Required Contract Terms: The Required Contract Terms can be accessed at this link https://www.cabq.gov/dfa/purchasing-division/vendor-services/terms-and-conditions, click on "Request for Proposals Required Contract Terms". The Offeror certifies that it accepts the Required Contract Terms, or has uploaded its exceptions to the Required Contract Terms in the City's e-Procurement system, under "Requested Information" "Exceptions to Section 1.11 Required Contract Terms." Any exceptions shall be identified by the RFP Section, Subsection, and must state the specific exception the Offeror has, as well as any alternative language. The City's receipt of exceptions in a response is not an acceptance of any requested changes to the Required Contract Terms. The Required Contact Terms may differ from the terms in the final contract awarded under this RFP.

1.12 Contract Term: The contract resulting from this solicitation is anticipated to have an initial term of one (1) year with possible options to renew for up to three (3) years in one (1) year intervals. In no event shall the total duration of the contract exceed four (4) years.

1.13 Evaluation Period: The City reserves the right to analyze, examine and interpret any Proposal for a period of ninety (90) days after the hour and date specified for the receipt of Proposals. The City reserves the right to extend the evaluation period if it feels, in its sole discretion, such an extension would be in the best interest of the City.

1.14 Evaluation Assistance: The City, in evaluating Proposals, reserves the right to use any assistance deemed advisable, including City contractors and consultants.

1.15 Rejection and Waiver: The City reserves the right to reject any or all Proposals and to waive informalities and minor irregularities in Proposals received.

1.16 Award of Contract:

1.16.1 When Award Occurs: Award of contract occurs when a Purchase Order is issued or other evidence of acceptance by the City is provided to the Offeror. A Recommendation of Award does not constitute award of contract.

1.16.2 Award: If a contract is awarded, it shall be awarded to the responsive and responsible Offeror whose Proposal conforming to this RFP will be most advantageous to the City as set forth in the Evaluation Criteria.

1.17 Cancellation: This RFP may be canceled for any reasons and any and all Proposals may be rejected in whole or in part when it is in the best interests of the City.

1.18 Negotiations: Negotiations may be conducted with the Offeror(s) recommended for award of contract.

1.19 City-Furnished Property: No material, labor, or facilities will be furnished by the City unless otherwise provided for in this RFP.

1.20 Public Records:

1.20.1 The Purchasing Division's procurement file and any documents relating to this RFP, including the Proposals submitted by Offerors, shall be open to public inspection in accordance with applicable law after the recommendation of award of a contract has been approved by the Mayor or the Mayor's designee.

1.20.2 An Offeror who chooses to submit material they consider a "Trade Secret" must do so in a segregated file clearly designated as containing trade secrets both in the file name and within the contents of the file itself. These segregated files are to be used by the City for reference only. An Offeror's failure to segregate such materials constitutes a failure to reasonably, under the circumstances, maintain the materials' secrecy and Offeror indemnifies and holds the City harmless for any and all liability resulting from the disclosure of any materials not segregated as described above.

1.20.3 If an Offeror submits with a proposal material required by law to be kept confidential, the Offeror must segregate such material in a separate file. Such a file should be clearly designated as "Legally Confidential" in both the file name and

within the contents of the file. The contents of the file must include a description and citation to the legal basis for why the material must be kept confidential. Failure to segregate the material and describe the legal basis for why it is to be kept confidential may result in the information being disclosed. Designating the entire proposal confidential is not acceptable without providing the legal basis and may result in the information being disclosed. Offeror indemnifies and holds the City harmless for any and all liability resulting from such disclosure resulting from information not segregated as described above.

1.20.4 Pricing, makes and models or catalog numbers of items offered, delivery terms, and terms of payment shall not be designated as trade secrets or required to be kept confidential by law.

1.20.5 The City will endeavor to restrict the release of material segregated and designated as "Trade Secret" or "Legally Confidential to only those individuals involved in the review and analysis of the Proposals, and to any other party as required by law or court order. Under the New Mexico Inspection of Public Records Act (Sections 14-2-1 et seq, NMSA 1978) ("Act") the City may redact trade secrets and other material required to be kept confidential by law, but may not redact proprietary or confidential information. Any Proprietary or Confidential Data provided as part of a Proposal is subject to public inspection under the Act. **Notwithstanding any provision of this RFP, the City shall not be responsible or liable to the Offeror for any disclosure of records required by the Act or an order of a court or other tribunal with jurisdiction over the City.**

1.21 Procurement Preferences: A Pay Equity Preference as provided in Section 5-5-31 R.O.A. 1994 (as amended by C/S O-17-33) and the State Preferences as provided in 13-1-21 NMSA 1978 are applicable to this solicitation. To request the application of a preference, as applicable, Offeror shall submit with its Proposal a City Pay Equity Preference Form or the New Mexico State Certification for the requested preference.

1.22 Request for Proposals Protest Process:

1.22.1 RFP Documents: If the protest concerns the specifications for the RFP or other matters pertaining to the solicitation documents, the protest must be filed with the Chief Procurement Officer no later than 5:00 p.m., ten (10) business days prior to the deadline for the receipt of Proposals.

1.22.2 Recommendation of Award: If the protest concerns the Recommendation of Award, the protest must be filed with the Chief Procurement Officer no later than 5:00 p.m. of the tenth (10th) business day after the receipt of notice of the Recommendation of Award.

1.22.3 Timely Protests: Protests must be received by the Chief Procurement Officer prior to the appropriate deadline as set out herein, or they will be rejected. The Chief Procurement Officer may waive the deadline for good cause, including

a delay caused by the fault of the City. Late delivery by the U.S. Postal Service or other carrier shall not be considered good cause.

1.22.4 How to File a Protest: Any Offeror who is aggrieved in connection with a competitive solicitation or recommendation of award of a contract may protest to the City Chief Procurement Officer. The protest shall be addressed to the Chief Procurement Officer, must be submitted in written form and must be legible. Protests may be electronically delivered via email or mailed. Facsimile, telephonic, telegraphic or any other type of electronic protests will not be accepted.

1.22.5 Required Information: The protest shall contain at a minimum the following:

1.22.5.1 The name and address of the protesting party;

1.22.5.2 The number of the competitive solicitation;

1.22.5.3 A clear statement of the reason(s) for the protest detailing the provisions believed to have been violated;

1.22.5.4 Details concerning the facts, which support the protest;

1.22.5.5 Attachments of any written evidence available to substantiate the claims of the protest; and

1.22.5.6 A statement specifying the ruling requested.

1.22.6 Delivery of Protests:

1.22.6.1 By Mail: Protests may be mailed in an envelope marked "PROTEST" with the solicitation number. Protests which are mailed should be addressed as follows:

Chief Procurement Officer
City of Albuquerque, Purchasing Division
P.O. Box 1293
Albuquerque, NM 87103
PROTEST, RFP Number

1.22.6.2 By Electronic Mail: Protests may be emailed to:

Katleen Oney, Chief Procurement Officer
koney@cabq.gov

The message shall clearly indicate "PROTEST" and the RFP number in the subject line.

1.22.7 Protest Response by Chief Procurement Officer: The Chief Procurement Officer will, after evaluation of a protest, issue a response. Only the

issues outlined in the written protest will be considered by the Chief Procurement Officer.

1.22.8 Protest Hearing: If a hearing is requested, the request must be included in the protest and received within the time limit. Only the issues outlined in the protest will be considered by the Chief Procurement Officer, or may be raised at a protest hearing. The granting of a hearing shall be at the discretion of the Chief Procurement Officer following review of the request.

1.23 Insurance:

1.23.1 General Conditions: The City will require the successful Offeror, referred to as the Contractor, to procure and maintain at its expense during the term of the contract resulting from the RFP, insurance in the kinds and amounts hereinafter provided with insurance companies authorized to do business in the State of New Mexico, covering all operations of the Contractor under the contract. Upon execution of the contract and on the renewal of all coverages, the Contractor shall furnish to the City a certificate or certificates in form satisfactory to the City as well as the rider or endorsement showing that it has complied with these insurance requirements. All certificates of insurance shall provide that thirty (30) days written notice be given to the Risk Manager, Department of Finance and Administrative Services, City of Albuquerque, P.O. Box 470, Albuquerque, New Mexico, 87103, before a policy is canceled, materially changed, or not renewed. Various types of required insurance may be written in one or more policies. With respect to all coverages required other than professional liability or workers' compensation, the City shall be named an additional insured. All coverages afforded shall be primary with respect to operations provided.

1.23.2 Approval of Insurance: Even though the Contractor may have been given notice to proceed, it shall not begin any work under the contract resulting from this RFP until the required insurance has been obtained and the proper certificates (or policies) are filed with the City. Neither approval nor failure to disapprove certificates, policies, or the insurance by the City shall relieve the Contractor of full responsibility to maintain the required insurance in full force and effect. If part of the contract is sublet, the Contractor shall include any or all subcontractors in its insurance policies, or require the subcontractor to secure insurance to protect itself against all hazards enumerated herein, which are not covered by the Contractor's insurance policies.

1.23.3 Coverage Required: The kinds and amounts of insurance required are as follows:

1.23.3.1 Commercial General Liability Insurance. A commercial general liability insurance policy with combined limits of liability for bodily injury or property damage as follows:

$2,000,000	Per Occurrence
$2,000,000	Policy Aggregate
$1,000,000	Products Liability/Completed Operations
$1,000,000	Personal and Advertising Injury
$ 5,000	Medical Payments

Said policy of insurance must include coverage for all operations performed for the City by the Contractor and contractual liability coverage shall specifically insure the hold harmless provisions of the contract resulting from this RFP.

1.23.3.2 Automobile Liability Insurance. A comprehensive automobile liability insurance policy with liability limits in amounts not less than $1,000,000 combined single limit of liability for bodily injury, including death, and property damage in any one occurrence. The policy must include coverage for the use of all owned, non-owned, hired automobiles, vehicles and other equipment both on and off work.

1.23.3.3 Workers' Compensation Insurance. Workers' compensation insurance policy for the Contractor's employees, in accordance with the provisions of the Workers' Compensation Act of the State of New Mexico, (the "Act"). If the Contractor employs fewer than three employees and has determined that it is not subject to the Act, it will certify, in a signed statement, that it is not subject to the Act. The Contractor will notify the City and comply with the Act should it employ three or more persons during the term of the contract resulting from this RFP.

1.23.3.4 Professional Liability (Errors and Omissions) Insurance. Professional liability (errors and omissions) insurance in an amount not less than $1,000,000 combined single limit of liability per occurrence with a general aggregate of $1,000,000.

1.23.3.5. Sexual Abuse Molestation Coverage. Sexual abuse molestation insurance in an amount not less than $1,000,000 combined single limit of liability per occurrence with a general aggregate of $1,000,000. This coverage should be required, unless specific circumstances that eliminate potential risks indicate otherwise, if the vendor/contractor will be working with, or in physical or virtual contact with, children under the age of 18 or a compromised client base (deaf and hard of hearing, blind, senior and older adults, persons with mental disabilities, intellectual disabilities and/or a developmental disability).

1.23.4 Increased Limits: During the life of the contract the City may require the

Contractor to increase the maximum limits of any insurance required herein. In the event that the Contractor is so required to increase the limits of such insurance, an appropriate adjustment in the contract amount will be made.

1.23.5 Additional Insurance: The City may, as a condition of award of a contract, require a successful Offeror to carry additional types of insurance. The type and limit of additional insurance is dependent upon the type of services provided via the contract by the successful Offeror.

1.24 Pay Equity Documentation. All Proposals shall include a Pay Equity Reporting Form that can be accessed at https://www.cabq.gov/gender-pay-equity-initiative. Offerors who believe they are exempt because they are an out-of-state contractor (meaning that you have no facilities and no employees working in New Mexico) are not required to report data, but must still submit a Pay Equity Reporting Form with the box verifying the exempt status checked. **Any Proposal that does not include a Pay Equity Reporting Form shall be deemed nonresponsive, as stated in the Public Purchases Ordinance, 5-5-31.** A Pay Equity Reporting Form will be automatically issued within two (2) business days of completing your information at the link above. To ensure you have your form before the deadline for solicitation close, please access the link at least three (3) business days prior to the solicitation deadline. Please contact the "City Contact" identified above in Section 1.6 with any questions about the Pay Equity Reporting Form.

PART 2

PROPOSAL FORMAT

A "Proposal" consists of two distinct sections—a "Technical Proposal" and a "Cost Proposal"—that are submitted separately in Bonfire. Failure to submit the Technical Proposal and Cost proposal separate, shall result in the City deeming your submission non-responsive.

2.1 Technical Proposal Format, Section One

2.1.1 Offeror Identification: State name and address of your organization or office and nature of organization (individual, partnership or corporation, private or public, profit or non-profit). Subcontractors, if any, must be identified in a similar manner. Include name, email address and telephone number of person(s) in your organization authorized to execute the contract resulting from this RFP. Submit a statement of compliance with all laws stated herein. Submit a statement of agreement to the Required Contract Terms; state exceptions as directed in Section 1.11. Show receipt of Addenda if applicable. Provide a statement or show ability to carry the insurance specified.

2.1.2 Experience:

2.1.2.1 Current Experience. Describe relevant organizational experience in violence prevention, trauma services, therapeutic care, or similar fields. State relevant experience of the company and person(s) who will be actively engaged in the proposed project, including experience of subcontractors. Submit resumes for the individuals who will be performing the services for the City.

2.1.2.2 Past Experience. Describe a minimum of two (2) projects of similar scope and size, which are now complete; state for whom the work was performed, year completed, and a letter of reference for each regarding the work. References must be for work performed in the past three to five (3 to 5) years. DO NOT use City employees or any City elected officials as a reference. The City will not contact and will not assign any evaluation points for references from City employees or elected officials. State relevant experience with other municipalities or government entities.

2.1.3 Proposed Approach to Tasks: Discuss in detail your proposed approach to providing the services described in Part 3, Scope of Services. Include a narrative that explains how services will be structured and delivered to meet the needs of individuals at highest risk of involvement in gun violence or violent crime. Clearly describe how your program will provide key components such as trauma-informed therapeutic services, Cognitive Behavioral Therapy (CBT), and culturally

responsive care.

2.1.4 Management Summary: Describe your organization's internal management structure, including lines of authority, decision-making processes, and how responsibilities will be assigned to staff delivering the proposed services. Identify the primary point(s) of contact and describe how your team will interface and coordinate with the City of Albuquerque's Community Safety Department, including the Violence Prevention & Intervention Division.

Explain the resources (staffing, facilities, technology, and partnerships) that will be utilized to provide trauma-informed therapeutic services, Cognitive Behavioral Therapy (CBT), and other required or preferred program components. Include how management will ensure service delivery during required non-traditional hours and maintain responsiveness to referrals from authorized referral sources.

2.2 Cost Proposal Format, Section Two

2.2.1 Total Cost: Submit your Cost Proposal (Appendix A) **separately** from your Technical Proposal. Failure to submit your cost separately from your Technical Proposal shall result in your proposal being deemed non-responsive. All sheets in Appendix A shall be completed. If the "Preferred but not Required" services are not to be offered, please enter "$0" in the fields.

2.2.2 The Cost Proposal shall, at a minimum, contain the following information:

<u>Appendix A 1-Summary Page</u>

- Total Project Cost for all required services described in Part 3
- A breakdown of the total cost by the major service components proposed (e.g., Cognitive Behavioral Therapy, Trauma Recovery Services, Program Coordination & Referral Management, Evaluation/Outcome Measurement)
- If offering Preferred Services (e.g., Weekend/Holiday Availability, Employment Training, Transitional Employment), provide the associated costs as separate line items from required services

Appendix A Tabs "2-Cognitive Behavioral Therapy" through "8-Transitional Employment"

- For each service component, provide:
    - Staff positions/titles, hourly rates, and estimated hours
    - Labor costs presented as fully burdened rates (inclusive of all wages, benefits, and overhead)

2.2.3 All Costs: All costs to be incurred and billed to the City must be described for each item to allow for a clear evaluation and comparison across proposals. All costs should include any applicable gross receipts taxes. The Offeror should understand that the City will not pay for any amounts not included in the Cost Proposal (e.g., insurance, taxes) and that liability for such costs remains with the Offeror.

2.2.4 An example of the preferred format is attached to this RFP. Your response to this section will be used in performing a cost/price analysis.

PART 3
SCOPE OF SERVICES

Successful offeror(s) shall propose projects based on research that indicates success with comparable populations, i.e. age, ethnicity, gender and other criteria. ACS encourages bidders to become familiar with model programs that have indicated promising results including the Oakland Street Outreach Ceasefire model, and the Chicago READI model. The replication of either of these projects is not a requirement. More information on models can be found in the Council on Criminal Justice Bulletin: https://councilonci.org/meeting-bulletin-4-community-based-responses/

Proposals shall summarize the full range of services to be offered ("Project") and the role of collaborating agencies to provide complementary services. The proposal shall also detail the service gap focus that the Project will address, the number of youth,young adults, and adults the Project will serve, and a typical suite of services that will be offered.

Proposed Projects shall be evaluated on the justification and evidence for the proposed services. The proposed Projects shall include a description of the service experience of the Project agency(s) in relation to the identified gaps and how the proposed Project would assist in closing the gap by adding a new service or extending the reach of an existing service.

The proposed Project may be required to work collaboratively with other entities as identified and requested by the City.

Offeror(s) proposals shall demonstrate clear evidence or logic of how the proposed activities will lead to improved outcomes and describe the use of best practices that include trauma informed care, therapeutic services, culturally responsive services, Cognitive Behavioral Therapy, paid employment opportunities, and professional development training.

3.1 Population:

The population for this Request for Proposal is individuals and their family who are at highest risk of engaging in the cycles of gun violence or violent crime. This includes, but is not limited to:

3.1.1 Victims of gun violence with a criminal history

3.1.2 Victims of gun violence without protective factors such as housing, employment, education

3.1.3 Victims of gun violence who are struggling with substance abuse and/or

behavioral concerns

3.1.4 Individuals with a criminal history that have past gun violence trauma, or violent crime trauma

3.1.5 Individuals who have perpetrated gun violence (may or may not be on probation)

3.1.6 Individuals re-entering the community from short or long-term confinement that are victims and/or perpetrators of gun violence

3.1.7 Priority shall be given to individuals aged twelve (12) to twenty-six (26). Individuals aged twenty-seven (27) and older may be supported on a case-by-case basis.

3.2 Referral sources: Participants may be referred by:

3.2.1 City of Albuquerque Violence Prevention & Intervention Division

3.2.2 Other Referring Sources with ACS Approval:

3.2.2.1 Albuquerque Police Department

3.2.2.2 Albuquerque Community Safety Department

3.2.2.3 Albuquerque Fire Department

3.2.2.4 School Referrals

3.3 Service Provision Request

The Albuquerque Community Safety Department shall allocate up to $600,000 for programs that provide innovative, best practice, culturally responsive therapeutic services tailored to Albuquerque's diverse communities for individuals impacted by gun violence and violent crime.

In order to effectively address these service needs, Offeror(s) shall demonstrate a connection between the proposed activities and proposed outcomes. Offeror(s) shall define metrics and measurement tools to reliably assess progress toward achieving the identified outcomes**.** Proposals should include a description of how services impact the outcomes proposed and suggest at least one measurable progress indicator per outcome.
Examples of measurable progress indicators may include, but are not limited to:

percentage of participants completing recommended CBT hours, measurable improvement in trauma recovery assessments, reduction in recidivism or re-arrest rates, or increases in protective factors such as employment or education enrollment. Offeror(s) are encouraged to propose additional indicators supported by evidence-based practices or community need.

At a minimum, proposals shall address the following:

3.3.1 Cognitive Behavioral Therapy (CBT): One-on-one CBT tailored to the population and age group served. The recommended target is 200 hours per individual over a one (1) year period

3.3.2 Trauma Recovery Services: Utilize multiple strategies to address past trauma, (e.g. grief counseling referrals, art, music and cultural healing)

3.3.3 Non-traditional Hours of Operation: Services must be available Monday through Friday until at least 9:00 p.m to best accommodate the needs of participants who are not available to meet during traditional working hours

3.3.4 The rationale for the population the Project will serve, and the methods used to identify and engage the participants and referral sources

3.3.5 The description, name, and evidence basis of assessments the project will use to identify an individual participant's needs

3.3.6 Descriptions of applicable licensing and staff training specific to the populations to be served. Offeror(s) shall also demonstrate how these meet or exceed industry standards for therapeutic and intervention services for individuals involved in gun violence

3.3.7 A plan to partner with the City of Albuquerque's Violence Prevention & Intervention Division in identifying and intervening in cycles of gun violence with the proposed population

3.3.8 Any awarded Offeror(s) shall ensure that all personnel who will have direct or incidental contact with participants under this solicitation undergo and successfully pass a comprehensive background screening prior to performing any services. The background screening shall, at a minimum, include:

3.3.8.1 A nationwide criminal history check

3.3.8.2 A check of all applicable state and national sex offender registries

3.3.8.3 Any additional screenings required by applicable law or City policy

All costs associated with conducting background checks shall be the sole responsibility of the Offeror(s). Documentation of completed background checks for all personnel shall be maintained and provided to the City upon request. Personnel who do not meet the background check requirements shall not be permitted to work under any contract resulting from this solicitation.

3.4 Preferred Services (not required but favored)
The services listed below are not required; however, additional consideration shall be given to Proposals that offer them.

3.4.1 Weekend and Holiday Availability

3.4.2 Employment Training: Implement professional development training to support new employees in employment

3.4.3 Transitional Employment: Paid internships, transitional employment, or work-study opportunities lasting six (6) to twelve (12) months

PART 4

EVALUATION OF PROPOSALS

4.1 Selection Process. The Mayor of Albuquerque shall name, for the purpose of evaluating the Proposals, an Ad Hoc Advisory Committee. On the basis of the evaluation criteria established in this RFP, the committee shall submit to the Mayor a list of qualified firms in the order in which they are recommended. Proposal documentation requirements set forth in this RFP are designed to provide guidance to the Offeror(s) concerning the type of documentation that will be used by the Ad Hoc Advisory Committee. Offeror(s) should be prepared to respond to requests by the Purchasing Office on behalf of the Ad Hoc Advisory Committee for oral presentations, facility surveys, demonstrations or other areas deemed necessary to assist in the detailed evaluation process. Offeror(s) are advised that the City, at its option, may award this request on the basis of the initial Proposals.

4.1.1 Selection of Finalist Offeror(s) (If Applicable). The Ad Hoc Advisory Committee may select Finalist Offeror(s) (also known as the "short list"). The Purchasing Office will notify the Finalist Offeror(s). Only Finalist Offeror(s) will be invited to participate in the subsequent steps of the procurement if this Finalist process is used.

4.1.2 Oral Presentation or Demonstrations by Finalists (If Applicable). Finalist Offeror(s) may be required to present their proposals to the Ad Hoc Advisory Committee ("Oral Presentation"). The Purchasing Office will schedule the time for each Finalist Offeror's presentation. All Finalist Offeror Oral Presentations will be held remotely via Zoom unless notified otherwise. Each Oral Presentation will be limited to one (1) hour in duration unless notified otherwise. NOTE: The scores from the initial proposal evaluation will only carry over to the Oral Presentation evaluation in the case of a tie score after Oral Presentations.

4.2 Evaluation Criteria. The following general criteria, not listed in order of significance, will be used by the Ad Hoc Advisory Committee in recommending contract award to the Mayor. The Proposal factors will be rated on a scale of **0-1100** with weight relationships as stated below.

4.2.1 Evaluation Factors:

300 -- The Offeror(s)' detailed approach to delivering the required services as outlined in Part 3, Scope of Services. Includes service design for CBT, trauma recovery, culturally responsive care, participant engagement, and coordination with referral sources.

250 -- Experience and qualifications of the Offeror(s) and proposed personnel (as shown on staff resumes) to deliver the services described in Part 3.

175 -- The Offeror(s)' demonstrated past performance on similar violence intervention, trauma, or therapeutic service programs, including prior success in meeting service delivery goals, responsiveness to participant needs, and collaboration with public sector or community partners.

175 -- The Offeror(s)' project management structure and ability to successfully complete the proposed project. This judgment will be based upon factors such as the management plan, staffing availability, and use of resources.

100 -- Cost Proposal – The costs proposed by the Offeror(s) as described in Section 2.2 of this RFP to perform the tasks listed in Part 3, Scope of Services. The evaluation of this section will occur after the technical evaluation, based on a cost/price analysis.

Additional consideration shall be provided to proposals that include the following as preferred in section 3.4 of this RFP:

50 -- Proposal includes Employment Training and/or Transitional Employment.

50 -- Proposal includes Weekend/Holiday service availability.

4.2.2 Cost/Price Factors: The evaluation of cost factors in the selection will be determined by a cost/price analysis using your proposed figures. Please note that the lowest cost is not the sole criterion for recommending contract award.

4.2.3 Cost Evaluation. The cost/price evaluation will be performed by the City Purchasing Division or designee. A preliminary cost review will ensure that each Offeror has complied with all cost instructions and requirements. In addition, Proposals will be examined to ensure that all proposed elements are priced and clearly presented. Cost Proposals that are incomplete or reflect significant inconsistencies or inaccuracies will be scored accordingly or may be rejected by the Ad Hoc Advisory Committee if lacking in information to determine the value/price/cost relative to the services proposed.

2.1 Technical Proposal, Section One

2.1.1 Offeror Identification: Youth Development, Inc. (YDI) respectfully submits this proposal for RFP-2025-689-ACS-DZ, Violence Intervention, Therapeutic & Trauma Services. YDI, established in 1971, is a community-based, non-profit agency with a 54-year history of providing educational and developmental services to children, youth, adults and families in the State of New Mexico. Home-based in Albuquerque, YDI is located at 3411 Candelaria Rd. NE, however, the agency provides services in 16 counties throughout the State. YDI's mission is "*to partner with our families to help them solve life's problems*" and was initially established in response to a community's need to address substance abuse for youth. YDI is comprised of three service divisions that provide over 60+ services: 1) Early Childhood Education/HeadStart; 2) Prevention, Intervention & Behavioral Health; and 3) Education, Employment & Training.

YDI's Chief Executive Officer, Mr. Robert Chavez, is authorized to execute contracts on behalf of YDI. Mr. Chavez's email is RChavez@ydinm.org and telephone number is 505-264-2022.

YDI agrees to comply with all laws, rules and regulations as stated in and resulting from this RFP and agrees to the required Contract Terms with no exceptions. YDI is in receipt of Addendum #1 published on September 16, 2025, in response to questions posed by solicitors.

No subcontractors will be utilized for program services.

YDI fully complies with the insurance coverage requirement as specified in 1.23.3 of the RFP which includes commercial general liability, automobile liability, workers' compensation, professional liability, and sexual abuse molestation coverage. This insurance coverage is on file with the City of Albuquerque and updated annually, however, can be provided upon request as well.

2.1.2 Experience:

2.1.2.1 Current Experience: In March 2023, YDI started the ABQ Against Violence (AAV) Program, funded by the City of Albuquerque Community Safety Division, and is currently in its 3rd year. AAV provides a community-based prevention and intervention program to youth and young adults ages 12-26 utilizing a therapeutic model aimed at reducing violence by working with victims and offenders to build skills and increase resilience, address trauma, and develop life goals for a healthy self-sufficient lifestyle. The program seeks safety, healing and

growth through transformation and opportunities made available to young adults who are in the cycles of violence, specifically gun violence. Aligned with Oakland United Violence Intervention model, ABQ Against Violence employs Peer Workers with lived experience in these cycles to provide coaching, mentoring and advocacy to support young adults and their families through a holistic approach to address the root causes of violence. Services of the program include outreach, peer case management through service coordination, cognitive behavioral therapy, trauma recovery, and employment training. To date, the program has served 107 youth and young adults, meeting 97% of contract goals, with 96% developing a life plan and 45% completing at least three goals. A total of 74 participants have engaged in CBT and 93 in trauma recovery services with 39% completing one or both. Several participants are in progress with the program operating until December 2025. The program has been able to achieve a low recidivism rate at just under 10%.

The project is under the direction of the Vice-President of the Education, Employment & Training Division, Ms. Concha Cordova. Ms. Cordova has been with YDI for 25 years and has led YDI's violence intervention programs for the past 15 years. Ms. Cordova leads a team of experienced and dedicated professionals who work collaboratively to deliver this comprehensive and outcome-driven program to address violence in our community. This team consists of an Associate Director, Program Manager, Peer Support Workers (3), and a Clinical Therapist. All positions are currently filled except for the Clinical Therapist. Resumes for all other filled positions are included as an attachment.

2.1.2.2 Past Experience: YDI has delivered the proposed services for the past 52 years through its Gang Intervention and Prevention program which later evolved into ***ABQ STRYV*** (Strategies To Reduce Youth Violence) and then into ABQ Against Violence. For 47 years, the Gang Intervention and Prevention Program provided specialized services to reduce violence for approximately 8,000 gang members and youth at risk of gang involvement. From 2020 to 2022, STRYV served youth and young adults ages 12-24 with a history of gang involvement, association with delinquent or criminal groups, or prior engagement in delinquent and violent behaviors. The goal was to reduce gang activity and violent crime in our community through evidence-based prevention, intervention and suppression strategies. Services included: focus groups, prosocial activities, educational and employment support, leadership development

through *Si Se Puede*, and opt-out activities with local law enforcement agencies. The program partnered with the Young Adult Court (YAC) of the 2nd Judicial District Court, Children, Youth & Families Department (CYFD) Juvenile Justice Division, Serenity Mesa Youth Recovery Center, and the Workforce Connection of Central New Mexico. Over two years, the program served 81 youth with 94% completing goals on their Individual Service Strategy, and 95% reported a reduction in attitudes towards gangs and acceptance of delinquent behavior. A reference letter is attached from YAC, one of the program's main referral partners for STRYV.

YDI has been providing behavioral health care services for children, youth and their families for 40 years. The Prevention, Intervention and Behavioral Health Division was designated as a "Core Service Agency" through the State of New Mexico for its ability to coordinate care and provide essential services to children and adults who have a serious mental illness or emotional disturbance, or who are dependent on alcohol or drugs. Behavioral health services include mental health assessments; individual, group and family therapy. YDI provided residential behavioral health care services for children, youth and their families since 1980 and established outpatient mental health services in Bernalillo and Sandoval Counties in 1985 and expanded these services to Valencia County in 1989. Behavioral health services for youth and their families have been provided continuously on an outpatient basis for the past 39 years with over 6,250 children/youth served. Current YDI residential programs have on site licensed therapists providing behavioral health services for youth in residence at YDI's Amistad Shelter; Summer House Crisis Stabilization; Hope House Multi Service Home; Casa Hermosa Transitional Living Program and Casa North Transitional Living Program for Young Adults. Additionally, YDI provides an onsite behavioral health program providing therapy and case management at a local middle school. This program has operated for the past nine (9) years.

YDI operated the ***Independent Futures (IF) program*** from 2018 –2025 through the Bernalillo County Multi-Service Award. IF was an outpatient program designed to serve youth, ages 16-24 as they worked on getting placement in a residential transitional living program; their own housing or were able to be placed with a family member. Youth served included youth aging out of foster care or the juvenile justice system. Services included 1) Assessments; 2) Individualized Plan identifying youth goals for 3 months and 6 months to a year; 3) Life Skills Training; 4) Behavioral health services focusing on individual therapy; 5) Employment services including

assistance in job seeking and job maintenance; 6)Educational skills focusing on keeping youth in an educational program/school with a goal of working towards obtaining a diploma or high school equivalency; 7) Case management consisting of care coordination and education and assistance in accessing needed resources. IF served fifty unhoused or precariously housed youth in FY2025 with 94% of youth involved in therapy; 68% stabilized in housing and 64% successfully discharged from the program. A reference letter is attached from Bernalillo County, the programs funding entity.

2.1.3 Proposed Approach to Tasks:

Through this RFP, YDI proposes to continue its ABQ Against Violence (AAV) program. AAV provides a comprehensive set of services to include assertive outreach, behavioral health services, case management service coordination, trauma recovery and employment training. AAV replicates a program that has demonstrated impressive results in providing a community-based prevention and intervention program aimed at reducing violence by working with victims and offenders to build skills and increase resilience, address trauma, and develop life goals for a healthy self-sufficient lifestyle. Oakland United believes that "people at the center of violence lead the way to ending the cycle of violence in our community." Aligned with Oakland United, AAV employs Peer Workers with lived experience in the cycles of violence to provide coaching, mentoring and advocacy to support young adults and their families through a holistic approach to address the root causes of violence. The program provides mental health supports and skill building classes to address trauma and collaborates with essential community and government agencies and partners to collectively provide a measurable and results-based program to address violence, reduce recidivism, and create safer communities. Components of AAV also model several other evidence based and effective programs providing a community-based response to violence including READI Chicago where CBT, transitional jobs, and wrap-around supports have resulted in an 80% reduction in shootings and homicide arrests among high-risk individuals.

Current data still demonstrates the need for programs like AAV. According to the most recent data on the New Mexico Governor's Dashboard, 299 Juveniles detained were due to gun violence from September 2023 through September 2024. Astonishingly, 19 of these juveniles detained for acts that involved a firearm ranged from 13-18 years old. Metropolitan Detention

Center's inmate population increased 11.2% over the last year. Per data from the City of Albuquerque (CABQ) website, homicides in Albuquerque went down from 2023 to 2024. In 2024 homicides were at 66 and in 2025 went down to 50. However, homicide by firearms accounted for 39 out of the 50 for 78%. There were 81 homicide cases opened in Albuquerque in 2023, with 85 victims, and 81% of these cases involved a firearm. Gun violence in Albuquerque reveals a concerning trend with nearly 7,000 gunshot detection incidents per year. Most incidents occur on weekends, with Saturday averaging 866 incidents and Sunday 1,267 incidents. The Gun Violence Archive map shows hotspots for gun violence in Albuquerque, with shootings more prevalent in the southern parts of the city, which is one of AAV's targeted areas of Albuquerque geographic for services.

In a KOAT news report on August 26, 2025, it was reported that 15 juveniles were found with guns on campuses at Albuquerque Public Schools (APS) from September 2024 to September 2025. This includes the four guns found on a single day: September 8, 2025. The New Mexico Governor's Office has announced a zero-tolerance stance for weapons in schools. In the same news report, data also indicates a rise in emergency department visits for firearms-related injuries among New Mexico youth since 2018. Overall firearm emergency room visits for children from 2018-2022 accounted for 90, in 2019 accounted for 109, in 2020 accounted for 146, in 2021 accounted for 122, and in 2022 accounted for 156, an increase of 00%.

Most recent data from John Hopkins Center for Gun Violence Solutions states New Mexico had the 4th highest overall gun death rate in the country in 2023 and costs the state $6.2 billion annually, with significant human and economic impacts on the community and depicts just how extensive and expensive this crisis is.

Partnerships and collaborating agencies are essential to creating a collective impact on violence reduction. YDI has a long history of developing effective partnerships that enhance services and contribute to the success of youth and families accessing our services. The Albuquerque Community Safety Department, CYFD Juvenile Justice Division, 2nd Judicial District Court Treatment Programs, Albuquerque Public Schools, and Bernalillo County Youth Services Center have all been valuable collaborating agencies with not only identifying youth and young adults in need of our services but contributing to the care and successful progression of participants in the program through staff reviews and additional case management and support addressing external

barriers. YDI's wrap-around services has also been vital to addressing these external barriers and providing services onsite at YDI that has made engagement more accessible for AAV participants. Overall, YDI ensures AAV participants have a team of support through our staff along with partner and collaborating agency staff that all have a vested interest in helping them be successful.

AAV will serve a total of sixty (60) participants between the ages of 12-26. Individuals aged 27 and older may be supported on a case-by-case basis. The project will target individuals and their family who are at the highest risk of engaging in cycles of gun violence or violent crime including all population criteria listed in 3.1 Population of the RFP. All participants will also meet City and/or department eligibility requirements. Participants will be referred from the City of Albuquerque Violence Prevention & Intervention Division, Albuquerque Police Department, Albuquerque Community Safety, Albuquerque Fire Department, APS Schools, Bernalillo County Youth Services Center, NM Public Defenders Office, and the CYFD Juvenile Justice Division which includes juvenile facilities, probation and supervised release, and transition services. The program has actively received referrals from these partners over the last two years. Referrals will also be accepted from other entities and agencies if the individual meets the eligibility criteria.

YDI's AAV program will provide an effective, measurable and outcome driven program utilizing evidence-based and culturally responsive strategies that best serve justice-involved individuals.

Culturally responsive care in social services is essential for addressing the needs of diverse populations and involves understanding and respecting the cultural backgrounds and values of individuals and families which will acquire trust and increase participation. YDI ensures services respond to the current environmental and social context in which clients live and support all clients, regardless of cultural, socioeconomic, personal identity, or other differences. Being consistent with applying our interactions with participants and families with cultural competency and cultural humility will ensure our program remains culturally responsive. It involves the desire to learn, self-awareness, empathy and openness, avoiding presumptions, continuous reflection, and seeing individuals as experts of their needs and well-being. Some strategies utilized by YDI include 1) understanding and respecting cultural backgrounds by gathering information on client backgrounds, values, and beliefs; 2) tailoring services to individual's needs; 3) engaging with diverse populations; and 4) utilizing culturally responsive counseling skills.

These have been demonstrated by providing program information and intake paperwork in English and Spanish and other languages as needed, referrals to partners for counseling or trauma recovery services for Spanish speaking participants, and completion of assessments in Spanish that is more comfortable and understandable for Spanish speaking participants. Treatment standards are also adhered to for age-appropriate groups.

The main services of the AAV program will include cognitive behavioral therapy, trauma recovery, peer case management, and employability training. A description of these services along with the measurable progress indicator includes:

Cognitive Behavioral Therapy (CBT): all participants will engage in up to 200 hours of one-on-one CBT led by the Clinical Therapist. CBT is an evidenced based therapy found to be effective with youth who have committed an offense, substance abusing and violent individuals, and incarcerated, probation or paroled individuals to prevent criminal recidivism and substance abuse relapse within community-based settings. YDI will utilize an evidenced based curriculum, *Criminal Conduct & Substance Abuse Treatment Strategies for Self-Improvement & Change*. This 'change model' engages clients and encourages active participation in treatment and responsible living by creating greater ownership of ones change and developing critical reasoning and conflict resolution skills. The three phases include: Phase I: Challenge to Change: Building Knowledge and Skills for Responsible Living. This phase builds knowledge and skills and is the challenge phase of change; Phase II: Commitment to Change: Strengthening Skills for Self-Improvement, Change, and Responsible Living. This phase strengthens one's knowledge and skills in bringing about changes that lead to a more responsible and fulfilling life; and Phase III: Taking Ownership of Change: Lifestyle Balance and Healthy Living. This phase moves into greater ownership of ones change and develops critical reasoning skills, conflict resolution, examines work and job issues and learns how to be a mentor for others. A mental health assessment is conducted to gather information including history of substance use, prior treatment, current functioning levels, and other presenting issues. An individually tailored treatment plan is completed within the first 30 days of treatment and reviewed in 90-day increments. Participants will engage in CBT sessions twice per week for up to two (2) hours. ***Measurable progress indicator***: 60 participants will receive up to 200 hours of CBT with 75% successfully demonstrating improvement on their treatment plan and CAFAS or GAINS scores.

Trauma Recovery Services: all participants will engage in trauma recovery groups led by the Peer Support Workers to address past trauma and develop efficient coping skills. YDI will use *Seeking Safety*, an evidenced based treatment that helps individuals with trauma, posttraumatic stress disorder, and substance misuse. The curriculum helps individuals recover from their traumatic past so they can move forward in life. Rather than delving deep into the details of the trauma, Seeking Safety focuses on the present asking individuals to envision what safety would feel like in their lives at the current moment and then teaches coping skills to achieve that vision. The curriculum consists of 26 sessions with topics such as Coping with Triggers, Respecting Your Time, Healthy Relationships, Self-Nursing, Healing from Anger, Life Choices, Recovery Thinking, etc. Participants will attend trauma recovery groups once per week for up to two (2) hours. The program will also incorporate other trauma recovery services once per month through presentations or group sessions focused on art therapy, music, cultural healing, harm reduction, and grief counseling. Partnerships with community agencies will provide these services to enhance the support of addressing trauma.

Measurable progress indicator: 60 participants will receive trauma recovery services with 70% completing 26 sessions and demonstrating improvement in skills reflected on CAFAS or GAINS scores.

Peer Case Management: client centered onsite, community and home-based case management will be provided throughout the program led by the Peer Support Workers (PSWs) to assist participants in addressing barriers and navigating resources to achieve positive outcomes. A case management needs assessment will be conducted to identify barriers and strengths to develop a Life Plan that includes personal, education, employment, and violence prevention goals. The program will utilize a Tiered Case Management Model to assess each participant and family's readiness to change and willingness to engage in all aspects of the program. Weekly contact and coordination will occur with participants and families. Case notes will be entered into the EMR-Bear system and supervised by the Program Manager to ensure effective services and progression of participants in services.

Measurable progress indicator: 60 participants will receive peer case management services to address barriers and establish goals with 75% receiving referrals and successfully completing at least three (3) goals on their Life Plan.

Employment training: all participants will be provided with employment training to increase their work readiness skills for employment placement. Participants will complete a work interest and work values assessment through the NM Department of Workforce Solutions (DWS) Career Solutions online site and engage in career exploration activities to identify and compare occupations. The training also engages participants in a financial literacy activities by completing a" Why I Work" exercise for awareness on how much you need to earn and will explore occupations with wages that match what they need. A labor market analysis will also be conducted through the NM DWS LASER program to research in demand and emerging occupations and their education and skill requirements so participants can make informed choices regarding their training needs and career path.

Measurable progress indicator: 60 participants will receive employment training to increase work readiness skills with 80% successfully completing and receiving a certificate of completion.

An overall performance goal of the program is to reduce recidivism and will include a ***measurable progress indicator*** of recidivism <10%.

The program will operate on non-traditional hours with a Monday through Friday 10 am to 9 pm schedule to best accommodate the needs of participants. Weekend and Holiday hours will be available as needed to allow the program to engage in community and outreach events, and to accommodate participant and family schedules. Scheduling of staff will be coordinated by the Program Manager who will also secure a safe environment for services provided after agency normal business hours.

As the data above depicts, the need for programs like AAV and violence intervention and prevention services are essential. The data is reflective of the high number of youth in risk factors, the impact it has on violence in our community, and the need to work with youth to promote change. The rise in crime is affecting our youth in greater number leading to continued involvement. Studies have shown that youth who lack support and assistance to address trauma are more likely to re-offend and return to the system. All too often these youth become homeless and lack the skills to attain employment. YDI utilizes the positive youth development (PYD) framework to engage participants. This framework emphasizes the potential of youth to thrive and contribute to their communities and uses a strength-based approach to identify their strengths

and aims for positive outcomes through an inclusive strategy that meets basic needs, develops relationships, and provides opportunities to learn, grow, and contribute. PYD builds skills, assets, and competencies; fosters healthy relationships, strengthens the environment and transforms systems. It brings together families, communities and government that work together to empower youth. Overall, YDI's approach to youth services are designed to assist clients in improving individual functioning through the provision of services in a safe environment that facilitates positive changes in attitudes, values, behaviors and promotes self-sufficiency. Staff are trained in proven approaches and work closely with the participant to engage in the program at a progressive pace, work through barriers and establishing measurable and achievable goals. Referrals are identified through program partners. Engaging and sustaining partners is accomplished through consistent communication and follow-up sharing positive outcomes and involving them in any need for improvement and redirection.

YDI will utilize assertive outreach, an effective care delivery for the most difficult to engage populations. Also known as community treatment, assertive outreach is labor intensive and requires a commitment to be consistent in the community including evening and weekend hours, and meeting youth in their own environment or one more familiar to them. YDI Peer Support Workers will engage in a small team approach to conduct assertive street outreach by not only taking the service to the individual(s) but engaging in and developing constructive long-term relationships that will aid in addressing all service needs. The program will also outreach through community and/or school events. In the last fiscal year, YDI attended 40+ community and/or school events. YDI's engagement in these events helps raise awareness and creates meaningful interaction with youth, families and partners that will evocate real change. Building connection to the community with network supports and those who have been affected by gun violence is a collaborative approach to collective impact.

The program will utilize two effective measurement tools to report progress towards outcomes and clearly demonstrate the changes made by completing individual goals, program components and a shift in mindset. Child and Adolescent Functional Assessment Scale (CAFAS) is backed by over 20 years of research and is a web-based tool that assesses a youth's day-to-day functioning across critical life subscales including functioning improvement over time. The scales include School, Behavior towards Others, Moods/Emotions, Home, Thinking Problems, Self-Harm,

Substance Use and Community. The CAFAS also assesses caregivers on material needs and family/social support. The CAFAS is administered at intake, every 90 days and at discharge. All existing YDI Clinicians and Peer Support Workers are trained in the CAFAS, with Clinical Supervisors certified as Trainer of Trainers and can train additional staff if needed. The CAFAS can be used with youth up to age 18. YDI also uses the Global Appraisal of Individual Need (GAIN) assessment which is an evidence-based assessment used by several substance abuse treatment providers throughout the State. YDI has a license to use GAIN. GAIN can be used for ages 18 and over and is appropriate for use with young adults from a variety of populations in various levels of care including justice-involved individuals. These assessments will demonstrate the overall improvement of participants including an increase in various skills and healthy functioning capability. A case management assessment is also conducted with participants identifying needs around housing, food, transportation, healthcare, education and employment. A Life Plan consisting of goals to address these needs is developed and guides service delivery.

In addition to these assessments, the program will be consistently monitored and evaluated monthly by management staff to ensure progression of services and measurable gains that will lead to attainment of contract performance goals. An internal excel sheet shared between management and program staff tracks all referrals, enrollments, services provided, outreach activities and outcomes and provides real-time data for monitoring and evaluation purposes. Monthly staff meetings provide opportunity to review program progress and develop plans for improvement if needed. The program utilizes the EMR-Bear system to document services. In addition to the documentation of demographics and services, the system allows for constant review and reporting to verify programmatic deliverables are met in an efficient manner. Case notes are reviewed by the Program Manager to verify adequate case management services and approve service plans. External audits are simplified with this system, promoting thorough auditing and management. Participant/family feedback and voice is also an essential assessment of quality services and change, and surveys are administered to participants throughout the program to gather information that can improve the program. Lastly, YDI will research an evidenced based Community Violence Intervention (CVI) Measurement Toolkit to measure impact for internal learning and improvement as part of our continuous quality improvement of the program.

The minimum qualification for the Clinical Therapist is a master's degree in psychology, Social Work, Guidance and Counseling or closely related field. The Therapist must possess a license to practice in the State of New Mexico. Peer Support Workers (PSW) must have their high school diploma or equivalency plus three years' experience working with youth and must validate lived experience with substance use and recovery, homelessness and/or incarceration. PSWs are required to obtain their certification as a PSW within six (6) months of employment if they do not possess at hire. The certification is granted by the NM Behavioral Health Services Division Office of Peer Recovery and Engagement (OPRE). This certification equips peers with the skills, knowledge, and confidence to engage in meaningful conversations about recovery and resiliency. They are trained to meet the needs of participants, understand mental health diagnoses and treatment options, develop effective communication strategies, recognize signs of relapse, and implement recovery plans. Qualifications for the Vice-President include a master's in public administration or business or a bachelor's plus 16 years of administration experience that includes at least three years of supervisory experience. Qualifications for an Associate Director include a bachelor's degree in business or public administration, social services, child development plus a minimum of four years of administrative experience including supervisory experience or a combination to equal ten years. Qualifications for the Program Manager include a bachelor's degree in social science, education or related field and a minimum of three years' experience or a combination to equal nine years including one year of demonstrated supervisory experience. All qualifications are reviewed and approved by the YDI Human Resources Department and a copy of all degrees and licenses are maintained in the employee personnel file. Other professional development training required of staff includes trauma-informed care, motivational interviewing, de-escalation strategies, first aid mental health, coaching and case management, and many others. These qualifications and training for therapeutic and intervention services are essential to work effectively with the target population. To further support our Peer Support Workers, YDI is in the development of a Peer Support Training manual that will identify and provide various and high quality professional development training opportunities throughout the year to increase Peers skills and confidence in their work and develop innovative strategies for engagement and retention.

YDI will partner with the City's Violence Prevention & Intervention Division to identify youth in need of services and strategize effective strategies and practices to intervene in their engagement

with gun violence. YDI management staff meets with ACS staff monthly to discuss referrals, program progress, and opportunities for outreach and engagement. YDI also participates in the Albuquerque Community Safety Community Collaborative held monthly by ACS with community partners to share resources and strategize collaborative approaches to creating a safer community. These effort will continue. YDI will also work with the ACS to provide AAV services onsite at the new Trauma Recovery Center (TRC) to meet the needs of participants engaged in other ACS or partner services or with transportation issues. YDI is also vested in collaborating with ACS on planning and engaging in community events and providing presentations and basic program services at schools identified by ACS.

YDI ensures that all staff that will be in direct or incidental contact with participants in any program undergo and successfully pass a comprehensive background screening prior to hire. YDI complies with the requirements as stated in the RFP as all prospective staff are screened for the following: state and federal criminal background check, state and national sex offender registry, public court records, private consolidated court records including domestic violence petitioners and restraining orders, and NM and multiple state child abuse and neglect databases where the applicant has resided for the past five years. All background information is maintained in the YDI Human Resources Department in the employee personnel file.

Preferred Services: *Weekend and Holiday hours* will continue to be provided if needed to best accommodate participant and family schedules and to engage in community events and meetings. *Employment Training and Transitional Employment*: Employment training is a component of the AAV program, however, in an effort to enhance the employability training and career pathway entry of AAV participants, YDI applied for the Growth Opportunities (GO) Program, a REO (Reentry Employment Opportunity) grant through the US Department of Labor and was awarded a 42-month contract in 2024. GO works specifically with violence intervention and prevention programs to complement services with a mentorship and leadership development curriculum, and paid work experience (transitional employment) opportunities for participants to gain the employability skills and experience needed to enter careers. GO can assist up to 155 young adults through 2026 with 300 hours of paid work experience at $15.00 per hour, paid supportive services, and paid incentives for completing goals associated with the program. The program has established over 20 businesses/employers to serve as worksites for these

employment placements. GO's approved partners are the YDI AAV program, CYFD Juvenile Justice Division and the YAC of the 2nd Judicial Court. Additional partners can be added upon approval from USDOL. The services of GO will be provided in-kind to the AAV program and equal a leveraged cost of close to $312,00 per year for 60 participants.

In addition to these services, YDI has the unique ability to provide extensive wrap-around services through its 60+ internal programs and services that address individual, family and community needs including early childhood education/HeadStart services, workforce development, alternative education, behavioral health, transitional living, housing needs, crisis intervention, home visiting, and several prevention and intervention programs working with target populations, i.e. gang members, system-involved youth, homeless and reentry individuals. The greatest need assessed among AAV participants has been completion of their secondary education, housing and/or treatment support, and employment opportunities. Participants are referred to the YDI Adult Basic Education (ABE) program to prepare for their HiSET or GED exam to attain their NM High School Equivalency. Classes are self-paced assisted by a certified Instructor and are offered in-person and online. ABE also incorporates workforce development services and includes Integrated Employment Trainings (IET) for medical assistant and CDL drivers. For housing and/or treatment support, YDI has developed partnerships with several treatment centers providing comprehensive counseling in substance use to include Choice Recovery Path, State of the Heart Recovery, Krossroads Integrative Health & Recovery Solutions and many others. YDI is also a premier provider for residential programs providing safe housing through transitional living facilities and rapid rehousing programs. Partnerships have also been developed Albuquerque Job Corps, Serenity Mesa, and several shelters that can offer housing for our participants in need. For employment opportunities, participants are referred to the WIOA (Workforce Innovation and Opportunity) Program that provides an array of paid career-based employment and training opportunities. WIOA is also located at the America's Job Center in Albuquerque that provides access to range of other workforce services including resume workshops, job search, and other soft skill trainings. These services are also provided in kind to the AAV program and have a potential leveraged cost of close to $600,000.

Through a contract from the Everytown for Gun Safety Support Fund, Inc., that YDI secured in August 2024, additional support services were made available for AAV participants including

financial incentives for completion of goals, CBT or trauma recovery groups, program supplies including food and snacks, and funds to plan and hold a yearly community event focused on the awareness and education of gun violence. The Fund selects organizations on the front lines of preventing gun violence in disproportionately impacted urban communities and supports educating the public and raising awareness about gun safety issues and fueling implementation of gun violence reduction strategies. This grant of $102,000 has supported the AAV program in the past year and is effective through June 2026 also contributing to leveraged costs.

2.1.4 Management Summary:

YDI is governed by a 13-member Board of Directors that oversees the overall operation of the organization. Board members are experienced professionals in the fields of behavioral health, finance, law, early childhood, and workforce development, representing the Central and Northern Region of New Mexico. YDI is led by the Chief Executive Officer (CEO), Mr. Robert Chavez. Mr. Chavez has over twenty-four years of experience in the non-profit sector, with leadership roles in both the private sector and State government, making him a highly effective contributor to the proposed work. Mr. Chavez is a youth participant who accessed YDI services in his teens with summer employment. Mr. Chavez credits his success in jobs and employability skills to the opportunities YDI provided him with various subsidized employment opportunities.

The program will operate from the YDI Education, Employment & Training Division under the leadership of Vice-President, Ms. Concha Cordova. Ms. Cordova reports directly to the CEO. Ms. Cordova has been with YDI for 25 years and has extensive experience in program design and implementation, contract and fiscal compliance, and leadership development. Ms. Cordova will serve as the point of contact and will collaborate with her team consisting of (1) Associate Director, (1) Program Manager, (3) Peer Support Workers, and (1) Clinical Therapist to plan and deliver services under this RFP. All decisions will be managed by Ms. Cordova in consultation with the CEO, in addition to the Chief Financial Officer (CFO) on budget-related matters.

The Program Manager will be responsible for assigning the proposed scope of work to staff and will work closely with the Associate Director for guidance and support in this area. Monthly goals and benchmarks are developed for program staff aligning to the overall performance outcomes of the program. An internal excel sheet shared among all staff tracks all referrals, enrollments, services, and outcomes for each participant. Demographic information and case

management notes are entered into EMR Bear, a data management system utilized by the program to monitor adequate case management services and progression of participants.

YDI currently has a collaborative partnership with the City of Albuquerque's Community Safety (ACS) Department, including the Violence Prevention & Intervention Division. YDI management staff meets with ACS staff monthly to discuss referrals, program progress, and opportunities for outreach and engagement. YDI also participates in the Albuquerque Community Safety Community Collaborative held monthly by ACS with community partners to share resources and strategize collaborative approaches to creating a safer community. These effort will continue. YDI will also work with the ACS to provide AAV services onsite at the new Trauma Recovery Center (TRC) to meet the needs of participants engaged in other ACS or partner services or with transportation issues. YDI is also vested in collaborating with ACS on planning and engaging in community events and providing presentations and basic program services at schools identified by ACS.

The AAV program is established with the required staffing, facilities, technology and partnerships that will not require start-up time. The program is located at YDI's home-base on Candelaria Rd. NE and has ample *facility space* for staff offices and a large recreation room for group activities. This space is also available to participants to access outside of group hours and has a pool table, lounge area with TV, supplies, and snacks that are provided through donations or non-discretionary grants. All staff are equipped with the proper *technology* to perform their job, including a cell phone and laptop that enables remote services if needed. This equipment is currently available and will not need to be part of start-up costs. The facility is also equipped with a copy and fax machine and has access to portable chrome books for student use. All *staff* positions are currently staffed with the exception of the Clinical Therapist. The Peer Support Workers (PSWs) provide peer case management services, trauma recovery groups, and employment training. PSWs also provide outreach at community events and engage with partners for referrals or to staff cases. The Clinical Therapist will be recruited upon award. The Therapist will provide Cognitive Behavioral Therapy utilizing the identified evidenced-based model. All staff will work together to ensure participants are progressing through the components while addressing external factors that may hinder participation or completion. In addition to the partners listed in the RFP, AAV has developed strong partnerships including CYFD Juvenile

Justice Department, Young Adult Court of the 2nd Judicial Court, Bernalillo County Youth Services Center, Public Defenders Office. These partnerships are committed to a continued collaboration with YDI and AAV. Referral processes are currently in place and managed by the Program Manager. All referrals are contacted within 48 hours to conduct a pre-screen and schedule an intake appointment. The program will operate on non-traditional hours from 10 am to 9 pm Monday through Friday. Weekend and Holiday hours will be available as needed to accommodate participant/family schedules and/or community events/meetings. Staff schedules will be managed by the Program Director in coordination with the Associate Director.

Overall, YDI's commitment to helping youth and our community is vast. Our longevity, service delivery and successful outcomes demonstrate not only our ability but our dedication. YDI has the experience, necessary partnerships, and a quality program design built from evidenced based models with outcome-based deliverables that will continue to make ABQ Against Violence an effective program for youth ang young adults to heal, address barriers and make the change necessary to disengage from violence and crime and become healthy, productive, and self-sufficient members of their community.

ATTACHMENTS

STAFF RESUMES

REFERENCE LETTERS

CONCHA CORDOVA
[redacted]

EDUCATION

Bachelor of Arts	Criminology: University of New Mexico, Albuquerque, NM	1998
Diploma	Menaul High School, Albuquerque, NM	1994

EMPLOYMENT

Youth Development, Inc, Albuquerque, NM
Education, Employment & Training Division

Positions held:
Vice-President, November 2013 – Present
Senior Associate Director, January 2013 – November 2013
Associate Director, March 2008 – December 2012
Deputy Director, March 2005 – March 2008
Program Director, June 2004 – March 2005
Senior Case Manager/Program Specialist, October 2002 – June 2004
Case Manager, August 2000 – October 2002

- Member of the YDI Executive Leadership Team that works closely with the President/CEO and assists in the overall operation and performance of the organization.
- As part of the Executive Leadership Team, review and provide input on all agency policies and procedures.
- Direct oversight and management of a division consisting of 12 programs in the areas of workforce development, alternative education, violence intervention and prevention, and reentry services.
- Develop and manage a division budget averaging $5 million each year to ensure contract and fiscal compliance.
- Represent the division and programs at all administrative, board, committee and partner meetings.
- Responsible for securing funding for the division through grant writing and partner collaboration.
- Direct the hiring, assignment and recommendations for termination of division personnel.
- Review and ensure compliance with all contractual agreements including budgets and scope of work.
- Supervise management staff to include scheduling, training, professional development, and compliance.
- Analyze program outcome data to report to YDI Board and all funding entities.
- Coordinate with the agency Chief Financial Officer and assigned Budget Analyst to manage all program budgets to ensure compliance with program and agency policies.
- Develop and implement new programs in the division according to new funds received.
- Implement Board policies, YDI regulations, performance standards, and state and local licensing requirements.
- Represent the agency and division on committees, taskforces, and boards that are youth and/or social service-focused.
- Responsible for oversight and monitoring of case records and implementing the use of a record system maintained by staff.
- Responsible for day-to-day operation of programs to include purchasing inventory control, building maintenance, and other department records.
- Conduct employee evaluations and provide necessary employee assistance, guidance and improvement recommendations as needed.
- Monitor and evaluate staff and program performance on a weekly basis.
- Responsible for interviewing applicants for vacant staff positions.
- Work in collaboration with social service agencies and other youth service agencies to develop partnerships and systems for referrals.
- Oversee service planning and delivery of programs and provide program consultation as appropriate.
- Provided advisement and mentorship to all case managers in division regarding client eligibility, file accuracy and client issues/concerns.
- Conducted monthly case manager meetings to instruct on effective case management procedures.

- Combined all monthly reports from program staff to develop a comprehensive program report to submit to Program Director.
- Coordinated the BEST (Basic Employability Skills Training) program training all staff on the curriculum, scheduling weekly sessions and tracking all completion.
- Reviewed all incoming interests/referrals to assess student needs and referred to appropriate program/services.
- Provided supervision on all case files to prepare for audits and close-outs.
- Provided case management services to at-risk youth and their families.
- Managed a caseload of 75-100 clients that included recruitment, intake, assessment, eligibility, referrals ad weekly program reporting.
- Assisted Program Director with interview process for all vacant positions.
- Provided supervision of staff in the absence of the Program Director.
- Participated in experiential education with students on a weekly basis that included high/low ropes courses, and team-building games that fostered leadership, communication, and anger and stress management.
- Provided instruction in BEST (Basic Employability Skills Training) program on a weekly basis.

New Mexico Department of Labor, Albuquerque, NM
Field Services Bureau, Summer Youth Program

Position held: *Assistant Program Coordinator, May 2000 – August 2000*

- Assisted the Program Coordinator with oversight of statewide summer youth program providing employment and social services to youth.
- Responsible for gathering reports from all sites and combining them to provide a comprehensive report to the Bureau Chief.
- Provided training, advisement, and support to staff at all sites.
- Assisted Program Coordinator and Payroll staff with reconciling budget numbers and reports.

SKILLS

- Grant Writing
- Program Design
- Program Implementation
- Budgeting
- Budget Compliance
- Evaluation and Monitoring
- Leadership Development
- Contract Compliance
- Program Management
- Training and Development

CURRENT/PRIOR INVOLVEMENT:

NM Teen Pregnancy Coalition, Board Member
NCLR Workforce Advisory Committee, Member
NM Statewide ABE Advisory Council, Member
Milton Eisenhower Foundation, Consultant
Changemakers Fellow, Cohort 2
Youth Mentor
Leadership New Mexico, Cohort #30

REFERENCES

Available Upon Request

William J. Walker

[redacted]

SUMMARY

Accomplished and enthusiastic professional with predicated on unwavering dedication, exceptional experience, and the vision, leadership and requisite skills to advance the needs and safety of our community.

- *BA degree from New Mexico Highlands University in Business Administration May 1988*
- *Over 20 years' experience as a fire department administrator, Officer and firefighter.*
- *20 Years experience in Accounting Practices, Payroll & Budgets.*
- *Licensed EMT for 20 plus years*
- *In-depth working knowledge of all areas of fire department operations including, but not limited to administration, fire prevention, emergency medical services, training, logistics, Homeland Security and HazMat Response, Wildland, and ISO.*
- *Supervisory experience of 3o plus including, but not limited to recruiting, interviewing, motivating, training, and developing exempt and non-exempt staff within the context of organization, accounting staff and collective bargaining policies and procedures.*
- *Full Grant Management and including expenditures and Revenues and writing Grants.*
- *Interviewed and scored all applications, and Sat on the interview board for MDC*
- *Skills and experience establishing and maintaining effective working relationships with elected officials and public cooperation.*
- *Conflict resolution skills including handling complaints, settling disputes, & resolving grievances & conflicts negotiating*
- *Comprehensive Fire Department (17M) and (50M) finance experience including, but not limited to preparing and analyzing budget reports, performing cost-benefit analysis, and researching, applying for, and administering grants.*
- *Public relations experience coordinating and providing public education.*
- *Detailed, accurate, persistent, Honest, ethical, reliable, responsible & dependable.*
- *Computer proficiency with MS Word, MS Excel, etc.*

Education

BA Degree In Business Administration, May 1988 from New Mexico Highlands University
Accounting and EMS at Central New Mexico Community College (CNM) 1998 to current

Experience

ASSOCIATE DIRECTOR, Youth Development Incorporation, June 2025 to current
As Associate Director of multiple program and large staff. Collaborate with the Vice-president and other management staff to develop and implement strategic goals, supervise, and provide guidance and professional development for staff, monitor system and services to ensure quality and compliance with regulations, approved program expenditures and oversee budget accountability and ensure timely submission of monthly, quarterly, and annual reports, represent YDI, maintain strong relationships with funders, partners, Grantors, and local agencies. Grant management includes research, administration, and close out. Write, institute MOU with other Government agencies, companies, and/or organizations. Interview for new hires.

BUSINESS PRACTIONER, Youth Development Incorporation, 10/2024 to June 2025.
Duties: As a professional, perform administrative duties to include recruit and meet with business to create sector partnership employment placement, ensure recruitment and development of mentoring, work experience opportunity and established worksite for career interest and needs, network with business owners and managers, determine skill gaps for participants focusing on education and training of participants, align business development to Region's priority industries along with demand occupation, identify mentoring opportunities, work placement and vacancies, gather vacancy information, and data base participants opportunities,

FIRE BATTALION COMMANDER (AKA Commander Chief), *FIRE Administration and Field Operations Bernalillo County Fire Department 11/2013 – 5/2015 Retired.*
Duties: Under the direction of the Fire Chief, Manage Department Budget, finances, cost analysis and all Grants programs, including management of Grants; and Fire and Emergency Operation of 370 personnel (cadre) by directing, supervising, and engaging in fire suppression and mitigation; supervising on-scene Fire officers

Continuation of Battalion Commander:
Captain and Lieutenants, Fire investigators and Fire Inspectors and firefighters' efforts by managing scene operation and emergency medical services; and Management Planning of goals for department. Grant Management: Perform grants management- by identifying, planning, preparing and submitting grant proposals, administering post-award grants, and ensuring compliance with government agencies, department and funding agency policies, procedures and requirements. identifying, developing, administering grants and coordinating. Public Education and Public Relation:

Fire Captain, *Fire MARSHALL'S OFFICE and ADMINISTRATION /INVESTIGATION/INSPECTION, BUDGET), 02/2011 – 10/201 Bernalillo County Fire Department*
Duties: Under the direction of the Fire Chief and Fire Marshal, Duties: Budget and finance of the department, Managed the Fire Marshall Division staff, Write and Manage all Departmental Grants as the Administrator, performed and responsible for managing all Fire Investigations/ Fire inspections- business /school Inspection for Business License to meet state and local government regulations. Scene Operations as Fire Officer for fire and EMS.

FIRE LIEUTENANT, *Fire Operations and Fire Administration,* 07/2007 – 02/2011, *Bernalillo County Fire Department.*
Under the direction of the Fire Chief: Manage and supervise Fire Marshals Division and Administration and fire Emergency and EMS Field Operation as Lieutenant. Administration: Department Budget and Finance, Supervision. Prepared regular and Budget, analyzed department budgeting to maintain expenditure controls, provided advice and technical assistance with cost analysis for fiscal allocation. Reviewed operating budgets to analyze trends affecting budget needs. Department Grant Administrator to achieve department goals and budget constraints. Consulted with managers to ensure that department goals. Compiled and analyzed accounting records data to determine the financial resources as needed. Performed cost-benefit analyses to compare operating programs, Field Operation: Assigned as Captain and/or commander with scene management operation of Fire and Rescue Operations, EMS, Fire Investigations / Inspections and Fire department, Public Education and Public relations Officer.

FIREFIGHTER, *OPERATIONS DIVISION,* 12/2000 – 7/2007, *Bernalillo County Fire Department*
Respond to all fire alarms and other calls for assistance, such as emergency medical, automobile and industrial accidents, Fire suppression and Rescue victims from burning buildings and vehicle accident/fire situations, Hazmat, search and rescue of burning buildings for fire victims. Administration of Emergency Medicine and cardiopulmonary resuscitation (CPR) to injured persons, fire suppression, Class E driver to drive and operate all fire apparatus and extraction equipment. Educated and certified in building construction, design, building materials, physical layout and wildland fire operations and suppression. Work close with Lieutenants and Captains. ✦ **Promoted to Fire Lieutenant**

BERNALILLO COUNTY TREASUERE'S OFFICE, Albuquerque, NEW MEXICO
ACCOUNTING OFFICER, 09/1999 – 12/2000
Professional Managerial Accounting practices. Prepared and maintained the County's Financial Report (approx. $50M +) including all investments, payroll, accounts payables and receivables, capital projects funds, financial statements, balance sheets, and Trail Balance reports. Supervised two exempt and three non-exempt professional personnel. Prepare Balance Sheets, Income statement and other government reports for County Officials and the Department of Finance Authority for the State of New Mexico. Prepared regular and special budget reports. Analyzed monthly department budgeting and accounting reports to maintain expenditure controls. Provided advice and technical assistance with cost analysis, fiscal allocation, and budget preparation. Examined budget estimates for completeness, accuracy, and conformance with procedures and regulations. Reviewed operating budgets to analyze trends affecting budget needs. Consulted with managers to ensure that budget adjustments are made in accordance with program changes. Compiled and analyzed accounting records and other data to determine the financial resources required to implemented to meet programs. Performed cost-benefit analyses to compare operating programs, reviewed financial requests, or explored alternative financing methods. Interpreted budget directives and established policies for carrying out directives. Oversee all Investments and Checking accounts.

BERNALILLO COUNTY, Albuquerque, NM
FINACE OFFICE, 04/1992 – 12/2000
SENIOR ACCOUNTANT, *FINANCE DEPARTMENT,* 04/1992 – 09/1999
Managerial Accounting practices. Prepared and analyzed reports for various accounts. All payroll taxes, federal 941with schedule B, CRS State, and workers compensation, state/federal unemployment, and balanced W-2's to assess accuracy, completeness, and conformance to reporting and procedural standards. Performed accounts payable. Supervised five non-exempt and up to six interns. Prepare reports for Finance Manager. Developed, implemented, modified, and accounting systems as needed. Maintained and examined the financial statements and records. Developed, maintained, and analyzed budgets, preparing periodic reports that compared budgeted costs to actual costs. Analyze business operations, trends, costs, revenues, financial commitments, and obligations, to project future revenues and expenses or to provide advice. Worked with internal and external auditors for achieve goals are meet. Started as Accounting Technician Senior promoted to Senior Accountant. Interviewed and scored all applications

OTHER EXPERIENCE

First Nation Bank – 08/1990-04/1992 Collection Specialist III worked on all based accounts for the bank including bank accounting associated. Compliance with reporting, collection process and good customer service.
Walgreens- 08/1988-04/1990 Store Clerk Management training program: Sale, merchandising, stocking and basic supervision, sales, Inventory and shipping and ordering products by volume.
New Mexico Highlands University- 08/1984-08/1988 Departmental Work-study. 4 years' experience in ALL aspects of General Accounting; Government accounting Standards, Budgeting, Payroll, Accounts payable and general Accounting, Balance Sheets and Income statements, and Other Governmental accounting reports as needed.
ELECTED TREASURER, *IAFF LOCAL* 244 (Albuquerque Area Firefighters), 07/2005 – 01-2008. As elected Treasurer: Prepared all Financial reports, full accounting and prepared all taxes reports for external audit and tax reporting. Establishing, maintaining, administering, and overseeing the budget and all accounting practices.
VOLUNTEER FIREFIGHTER/ COORDINATOR, Bernalillo County Fire Department, 01/1996 – 12/2000
Performed all duties of a firefighter described earlier.

LICENSURE/CERTIFICATION

Emergency Medical Technician (EMT)-Basic License, State of New Mexico, 05/1997 -2017 license: Retired, Fire investigation/ Inspection nationally and locally, IFSAC certified: Fire Offers I and II, Firefighter I, II, Fire Training officer I and II, New Mexico Firefighters Academy, 06/2001, #373556, current CPR

SELECTED COMMENDATIONS

Excellence in the Line of Duty for Services Rendered as a Trainer at Fire Academy, 03/2007, for Contributions to Cadet Class, 12/2007, rendered at the EMS Response, 12/2004, for Services Rendered at a Motor Vehicle Crash, 09/2004, firefighting residential Structure Fire, 04/2004, Certificate of Appreciation for College/Career Fair, Sierra Alternative High School, 2009

COMMUNITY SERVICE

Board Member, Sheriff's Office Advisory and Review Board, Oct. 2024 to current; President of the VLPNA 1/2024 to current; Metro Teen Court, 02/2012- 12/2012 –, Grand Jury 05/22 to 10/23, Community Advisory Committee 07/14 - 12/2014, Elected Treasure of the International Association Firefighters Local 244 11/2013 – 4/2017

Shula Puro

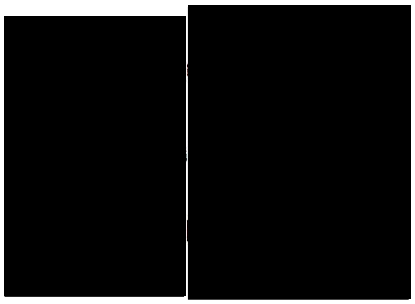
Peer Support Specialist

Albuquerque Against Violence Program YDI

Program Coordinator

Fresh Start Rental Assistance Program YDI

Contact



Certifications

CERTIFIED COMMUNITY SUPPORT SPECIALIST

RESIDENTIAL REAL ESTATE LICENSE – SABOR 2011

Education

SAN ANTONIO COMMUNITY COLLEGE

CHAMPIONS SCHOOL OF REAL ESTATE

I am a dedicated employee who is grateful for the experience of being able to change lives. I enjoy the ability to provide resources and support for youth and families to overcome challenges in their daily lives.

Peer Support Specialist II
January 2025 – to date

- Advocate for youth and families within the Juvenile Court System
- Provide clear and concise case notes
- Ongoing weekly contact, communication, and regular in-person appointments with participants
- Referrals to continuing and higher education
- Lead and provide study materials for weekly group classes focused on overcoming trauma
- Organize youth's attendance for weekly Cognitive Behavioral Therapy group classes
- Stay up to date with state trainings, seminars, and workshops for the behavioral health field
- Attend monthly Bernalillo County Impact groups focused on improving access to support services and quality of care for youth and families

Fresh Start Program Coordinator
September 2025 – to date

- Provide state funding to clients for a rental assistance grant issued for those impacted by the opioid epidemic in New Mexico
- Maintain tracking and reporting of funds to the State Behavioral Health Department
- Knowledge and use of Excel spreadsheets
- Maintain up to date applicant files for monthly tracking and audits
- Budget and track monthly rents

- Maintain ongoing communication with landlords and property management companies
- Meet with all current applicants monthly for check in appointments
- Monthly meetings with the Behavioral Health State Department

HopeWorks
November 2024 – January 2025
Peer Support Worker

- Assist homeless individuals in obtaining shelter, housing, medical coverage, identification documents
- Maintain upkeep of the day shelter and clothing booth
- Drive clientele to appointments for healthcare
- Coordinate with local departments for clothing, education, and food subsidiaries

Trainings

CPR Certified
January 2025

Self Regulation
CYFD State of New Mexico
May 2025

Ryan J. Cox

CPSW / CSHPS / CCSS / YMHFA

OBJECTIVE

My Goal is to become associated with an organization in which I can utilize my skills and gain further experience while enhancing the company's productivity and reputation. I possess excellent communication, coordination, and problem-solving skills as well as strong organizational skills and can demonstrate calm practices in stressful situations.

EMPLOYMENT

YDI (Youth Development, Inc.), Alb. NM - *Peer Support Specialist II*

ABQ Against Violence Program

AUGUST 2024 - PRESENT

- Assist participants with achieving goals / recommend resources
- Coach, mentor, teacher, and advise participants based on own lived experience
- Facilitate group / Documentation / Participate in community events
- Assist participants with acquiring necessary documents (ie. ID, SS Card, Birth Certificate…)
- Maintain relationships with community partners
- Attend YAC (Young Adult Court, 2nd Judicial District Court) for staffing and court session

State of the Heart Recovery, Alb. NM - *Certified Peer Support Worker*

APRIL 2024 - JULY 2024

- Assist clients with goals / independent living
- Coach, Mentor, teach, advise clients based on own lived experience
- Promote a recovery lifestyle
- Assist client to get necessary documents (ie. ID, SS Card, Birth Certificate…)

EMPLOYMENT cont.

Krossroads Integrated Health & Recovery Solutions, Alb. NM - *Certified Peer Support Worker*

NOVEMBER 2023 - APRIL 2024

- Assist clients with goals / independent living
- Create CCSS Care Plans
- Collect UDS / Create UDS orders
- Coach, Mentor, teach, advise clients based on own lived experience
- Promote a recovery lifestyle

Choice Recovery Path, Alb. NM - *Certified Peer Support Worker, Peer Lead (Supervisor)*

MAY 2022 - NOVEMBER 2023

- Coach, Mentor, teach, advise clients based on own lived experience
- Collect UDS / Create UDS orders
- Create CCSS Care Plans
- Assist clients with goals / independent living
- Promote a recovery lifestyle

Serenity Mesa, Alb. NM - *Behavioral Health Technician*

SEPTEMBER 2021 - APRIL 2022

- Ensure clients followed rules and daily schedules
- Dispense medications
- Take clients on recreational outings and to 12-step meetings
- Promote a recovery lifestyle
- Utilize experience, strength and hope to inspire clients

The Salvation Army of Albuquerque, Alb. NM - *Store Associate, Truck Driver, Production Lead*

AUGUST 2017 - SEPTEMBER 2021

- Drive to customer homes, businesses, apartments to pick up donations
- Load / unload trucks
- Sort, tag all donations
- Utilize all safety precautions
- Coach, mentor, and teach clients in the rehabilitation program

EMPLOYMENT cont.

The United States Navy - *Sonar Technician Submarines - E2*

MAY 1996 - MARCH 1998

- Eyes and ears of the Submarine
- First responder

EDUCATION

La Cueva High School, Alb. NM - *Diploma*

AUGUST 1991 - JUNE 1995

Basic Submarine School, Groton, CT - *US Navy*

AUGUST 1996 - SEPTEMBER 1996

Sonar "A" School, Groton, CT - *US Navy*

SEPTEMBER 1996 - FEBRUARY 1997

CERTIFICATIONS

- **CPSW** (Certified Peer Support Worker) - September 2022
- **CPSW** Recertification - August 2024
- **CCSS** (Comprehensive Community Support Services) - August 2022
- **Rapport Leadership Breakthrough One** - December 2022
- **CSHPS** (Certified Supportive Housing Peer Specialist) - March 2025
- **ProCPR** (Adult, Child & Infant, Pediatric CPR/AED First Aid) - July 2025
- **YMHFA** (Youth Mental Health First Aider) - August 2025

SKILLS

- Microsoft 365
- Documentation
- Communication
- Accountability
- S.M.A.R.T Goals
- Case Management
- Motivational Interviewing
- Recovery Support

REFERENCES

- **Shannon Stephenson,** ***LADAC*** – Krossroads Integrative Health and Recovery Solutions (505) 933-0832
- **Andrew Mullen,** ***CPSW*** – WEA (505) 347-1871
- **William "Billy" Walker,** ***Education, Employment, & Training Associate Director*** – YDI (505) 358-8325

Jacob C. Perez

SKILLS

- Strong knowledge of relevant community resources and methods for accessing them
- Models wellness and recovery-oriented coping skills and self-help strategies
- Relationship Building, developing rapport with clients
- Sense of integrity to be relied upon to act ethically and to safeguard any confidential information
- Passionate about helping people overcome adversity
- Able to identify individuals' strengths and use those strengths to help with treatment goals

EXPERIENCE

Youth Development Inc. Albuquerque, NM January 2025 - Current

PEER SUPPORT WORKER

- Build trusting relationships through lived experience and cultural competence, reducing stigma and encouraging client engagement
- Support youth and adults in navigating the criminal justice system, probation requirements, and community re-entry programs
- Facilitate support groups and workshops focused on recovery, resilience and alternatives to gang affiliation
- Maintain detailed and confidential case notes, documenting progress with each individual client
- Conducted intake assessments for new clients, gathering background information on exposure to gang and gun violence, trauma history, and immediate needs
- Ensure all new clients receive orientation to program rules, expectations, and confidentiality policies, setting the foundation for trust and safety

Blue Mesa Services Albuquerque, NM January 2024 - January 2025

LABORER

- Performed all forms of grounds related tasks including operating landscaping machinery, planting, fertilizing, raking etc.
- Worked with all consideration of safety in mind, using all the tools and implements of the landscaping trade with knowledge and care
- Completed construction landscaping jobs in an effective and timely manner while maintaining professionalism performing designated tasks

Chrysalis Psychiatry Albuquerque, NM September 2023-December 2023

RECEPTIONIST/TMS TECHNICIAN

- Maintained front office operations, including answering phone calls and emails regarding services, clinic info and all client scheduling

- Provided and collected all necessary HIPAA documentation from patients, while following compliance and privacy standards accurately
- Assisted mental healthcare professionals in administering TMS treatments according to protocol
- Provide accurate positioning of patient to ensure effective and safe treatment

Sandia Laboratory Federal Credit Union Albuquerque, New Mexico June 2021-August 2023

REP 2

- Assisted members/customers with balance, account and online banking service inquiries
- Applied customer service skills such as critical thinking and active listening to deescalate members/customers in certain situations to provide the best possible resolution
- Maintained appropriate currency logs
- Demonstrated empathy and relation to members/customers to enhance call experience

S&P Data LLC Albuquerque, New Mexico April 2019 - September 2020

TEAM LEAD AAA HOUSE MANAGER

- Counseled and supported associates and other colleagues with new or challenging situations they may encounter
- Acted as interim manager when direct supervisor was out of office and drafted end of day reports
- Assisted new hires in the transition stage after training into their new team by providing one on one support and individualized feedback on customer calls
- Listened to live calls and provided guidance/feedback to associates

EDUCATION

Gordon Bernell Charter School **August 2009 - September 2011**

- HS Diploma Obtained September 2011

Central New Mexico Community College **August 2012 - February 2013**

- Associate in Science (AS) -Business Administration

ACHIEVEMENTS

- **HIPPA Awareness for Mental Health** **Obtained August 2023**
- **Training for Neurostar Transcranial Magnetic Stimulation** **Obtained September 2023**

REFERENCES

Michelle Sena-Gutierrez
Owner–Wow Wow Lemonade
505-459-1888

Leo Sainz
RS–Consumer Direct Care
505-263-6287

Marshal Taylor
Manager--Blue Mesa Services
505-615-0281

STATE OF NEW MEXICO
SECOND JUDICIAL DISTRICT

PRETRIAL SERVICES DIVISION
PHONE (505) 841-5479
FAX (505) 841-5498

September 19, 2025

Youth Development, Inc.
3411 Candelaria Rd. NE
Albuquerque, NM 87107

Re: Reference Letter for YDI Albuquerque STRYV Program

This letter serves as a reference for Youth Development, Inc.'s (YDI) STRYV (Strategies to Reduce Youth Violence) Program.

The YDI STRYV program provided violence prevention and intervention services for youth ages 12–24 with a history of gang involvement, association with delinquent or criminal groups, or prior engagement in delinquent and violent behaviors. The program's mission was to reduce gang activity and violent crime in our community through evidence-based prevention, intervention, and suppression strategies.

The Young Adult Court (YAC) of the Second Judicial District Court's Judicial Supervision and Diversion Court Programs had the privilege of serving as a referral partner for STRYV. This partnership enhanced our services by securing additional wraparound supports for participants, ensuring they received the resources necessary to succeed.

Although the Albuquerque STRYV program operated from 2020 to 2022, it evolved from YDI's long-standing Gang Intervention & Prevention Program, with which YAC has collaborated for over 15 years. This ongoing partnership has allowed us to better address the holistic needs of young adults involved in the justice system while creating alternative pathways away from violence and crime. The collaboration between staff, along with the sharing of data and outcomes, has been invaluable in supporting participant success.

Thank you for the opportunity to provide this reference on behalf of YDI's Albuquerque STRYV Program. Programs such as STRYV are essential in equipping youth and young adults with the skills and supports needed to build self-sufficiency, address challenges, and contribute to a safer community.

Sincerely,

Tanya Tijerina

Tanya Tijerina, LCSW

Clinical Operations Manager
Second Judicial District Court

400 LOMAS NW, ALBUQUERQUE, NEW MEXICO 87102
POST OFFICE BOX 488, ALBUQUERQUE, NEW MEXICO 87103

Behavioral Health Authority
415 Silver Ave. SW,
7th Floor Albuquerque, NM 87102
Office: (505) 468-7000
bhinitiative@bernco.gov
www.bernco.gov

September 17, 2025

Youth Development, Inc. (YDI)
3411 Candelaria NE, Suite J
Albuquerque, New Mexico 87107

RE: Letter of Reference

To Whom It May Concern:

It is my pleasure to write this letter of reference to Youth Development, Inc. in order to verify that YDI provided Youth Transitional Living Services (YTLS) through the Independent Futures program from 2018 – 2025 through the Bernalillo County Multi-Service Award (v1). The Independent Futures program was an outpatient program designed to serve youth as they worked on getting placement in a residential transitional living program; their own housing or were able to be placed with a family member. Youth served included youth aging out of foster care or the juvenile justice system.

The Independent Futures program served 50 unhoused or precariously housed youth in FY2025. The program served age 16-24. Services included 1) Assessments; 2) Individualized Plan identifying youth goals for 3 months and 6 months to a year; 3) Life Skills Training; 4) Behavioral health services focusing on individual therapy; 5) Employment services including assistance in job seeking and job maintenance; 6) Educational skills focusing on keeping youth in an educational program/school with a goal of working towards obtaining a diploma or high school equivalency; 7) Case management consisting of care coordination and education and assistance in accessing needed resources.

The YDI Independent Futures program consistently had good outcomes. In the last year of operations (July 1, 2024 through June 30, 2025) the program had 94% of youth involved in therapy; 68% stabilized in housing and 64% were successfully discharged from the program.

If further information is needed, please don't hesitate to contact me at amsalazar@bernco.gov.

Sincerely,

Amber Salazar

Amber Salazar
Behavioral Health Senior Manager

Appendix A

Violence Intervention, Therapeutic & Trauma Services , RFP-2025-689-ACS-DZ

Offeror Name: Youth Development, Inc.

Instructions:
1. On tabs "2-Cognitive Behavioral Therapy" through "7-Transitional Employment" enter the staff position/title, fully burdened hourly rate, and estimated hours.
2. On tab "1-Summary" Enter the total annual cost (including GRT) to deliver each required service component during Monday–Friday until 9:00 p.m.
3. For "5-Weekend-Holiday", enter only the incremental cost to provide the same services on weekends and/or holidays.
 - If no extra cost or services will not be provided, enter $0.
4. For "Employment Training and Transitional Employment" enter annual cost. If services will not be provided, enter $0
5. Include all wages, benefits, and overhead in the amounts shown.

Service Component	Required or Preferred	Annual Program Cost (Including GRT)
Cognitive Behavioral Therapy (CBT)	Required	$120,369.60
Trauma Recovery Services	Required	$257,088.00
Program Coordination, Assessment, Partnership Activities, Evaluation and Outcome Measurement	Required	$158,268.24
TOTAL PROGRAM COST - REQUIRED ITEMS (Including GRT)		$535,725.84
3.3.5.1 – Weekend-Holiday (Additional Cost Only)	Preferred	$0.00
3.3.6 – Employment Training	Preferred	$64,272.00
3.3.7 – Transitional Employment	Preferred	$0.00
TOTAL PROGRAM COST - REQUIRED PLUS PREFERRED SERVICES (Including GRT)		$599,997.84

Enter staff titles,fully burdened hourly rates (incl. wages, benefits, overhead, GRT), and estimated hours

Cognitive Behavioral Therapy (CBT)

Staff Position / Title	Hourly Rate (Fully Burdened, incl. GRT)	Estimated # of Hours	Extended Cost (Rate * Hours)
Clinical Therapist, Vacant	$57.87	2080.00	$120,369.60
			$0.00
			$0.00
			$0.00
			$0.00
Salary & Frringe Benefits: FICA 7.65%, WC 3%, Unemployment 3%, Insurance, Retirement 665			$0.00
Overhead: Rent Expense, Equipment Rental, Commercial Insurance, Contractual Services, Other			$0.00
Occupany Expenses, Consumable Expenses, Vehicle Expenses, Travel In-State, Assistance to Beneficiaries			$0.00
Administrative Cost: Indirect Cost of 11.3%			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$120,369.60

Enter staff titles,fully burdened hourly rates (incl. wages, benefits, overhead, GRT), and estimated hours

Trauma Recovery Services

Staff Position / Title	Hourly Rate (Fully Burdened, incl. GRT)	Estimated # of Hours	Extended Cost (Rate * Hours)
Peer Support Worker, Jacob Perez	$51.60	1664.00	$85,862.40
Peer Support Worker, Shulammi Puro	$51.35	1664.00	$85,446.40
Peer Support Worker, Ryan Cox	$51.55	1664.00	$85,779.20
			$0.00
			$0.00
			$0.00
Salary & Frringe Benefits: FICA 7.65%, WC 3%, Unemployment 3%, Insurance, Retirement 665			$0.00
Overhead: Rent Expense, Equipment Rental, Commercial Insurance, Contractual Services, Other			$0.00
Occupany Expenses, Consumable Expenses, Vehicle Expenses, Travel In-State, Assistance to Beneficiaries			$0.00
Administrative Cost: Indirect Cost of 11.3%			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$257,088.00

Enter staff titles,fully burdened hourly rates (incl. wages, benefits, overhead, GRT), and estimated hours

Program Coordination, Assessment, Partnership Activities, Evaluation and Outcome Measurement

Staff Position / Title	Hourly Rate (Fully Burdened, incl. GRT)	Estimated # of Hours	Extended Cost (Rate * Hours)
Program Manager, Yamilex Vega	$53.83	1248.00	$67,179.84
Vice President, Concha Cordova	$132.11	312.00	$41,218.32
Associate Director, William Walker	$59.94	832.00	$49,870.08
			$0.00
			$0.00
			$0.00
Salary & Frringe Benefits: FICA 7.65%, WC 3%, Unemployment 3%, Insurance, Retirement 665			$0.00
Overhead: Rent Expense, Equipment Rental, Commercial Insurance, Contractual Services, Other			$0.00
Occupany Expenses, Consumable Expenses, Vehicle Expenses, Travel In-State, Assistance to Beneficiaries			$0.00
Administrative Cost: Indirect Cost of 11.3%			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$158,268.24

Enter staff titles,fully burdened hourly rates (incl. wages, benefits, overhead, GRT), and estimated hours

Weekend/Holiday Availability (Additional Cost Only)

Staff Position / Title	Hourly Rate (Fully Burdened, incl. GRT)	Estimated # of Hours	Extended Cost (Rate * Hours)
0	$0.00	0.00	$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$0.00

Enter staff titles,fully burdened hourly rates (incl. wages, benefits, overhead, GRT), and estimated hours

Employment Training

Staff Position / Title	Hourly Rate (Fully Burdened, incl. GRT)	Estimated # of Hours	Extended Cost (Rate * Hours)
Peer Support Worker, Jacob Perez	$51.60	416.00	$21,465.60
Peer Support Worker, Shulammi Puro	$51.35	416.00	$21,361.60
Peer Support Worker, Ryan Cox	$51.55	416.00	$21,444.80
			$0.00
			$0.00
Salary & Frringe Benefits: FICA 7.65%, WC 3%, Unemployment 3%, Insurance, Retirement 665			$0.00
Overhead: Rent Expense, Equipment Rental, Commercial Insurance, Contractual Services, Other			$0.00
Occupany Expenses, Consumable Expenses, Vehicle Expenses, Travel In-State, Assistance to Beneficiaries			$0.00
Administrative Cost: Indirect Cost of 11.3%			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$64,272.00

Enter staff titles,fully burdened hourly rates (incl. wages, benefits, overhead, GRT), and estimated hours

Transitional Employment

Staff Position / Title	Hourly Rate (Fully Burdened, incl. GRT)	Estimated # of Hours	Extended Cost (Rate * Hours)
0	$0.00	0.00	$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
			$0.00
		Total	$0.00

AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into by and between the City of Albuquerque, New Mexico, a municipal corporation ("City"), and YOUTH DEVELOPMENT INC. Non-Profit, 2040 4th St NW Albuquerque, NM 87102 ("Contractor").

RECITALS

WHEREAS, the City has sustained a Violence Intervention Division within the Albuquerque Community Safety Department;

WHEREAS, the City seeks to provide Trauma Recovery and Therapeutic Services for clients of the Violence Intervention Agreement;

WHEREAS, the Contractor has the expertise and capacity to administer subsidies, provide eviction prevention services, and implement landlord incentive programs, while maintaining accurate documentation, reporting outcomes, and ensuring compliance with City policies and fiscal guidelines;

WHEREAS, there was a delay in the execution of this Agreement, and the Parties intend to ratify actions taken pursuant thereto up to the execution of this Agreement; and

WHEREAS, this contract is for professional/technical services in an amount over than $100,000 and thus required competition under ROA 1994, § 5-5-27 and 5-5-28; and

WHEREAS, the City desires to engage the Contractor to render certain services in connection therewith and the Contractor is willing to provide such services.

NOW THEREFORE, in consideration of the premises and mutual obligations herein, the parties hereto mutually agree as follows:

1. **Scope of Services.** The Contractor shall perform the services set out in Exhibit A ("Services") in a satisfactory and proper manner as determined by the City and within the financial resources provided.

2. **Term of Agreement.** Services of the Contractor shall commence upon execution of the Agreement, and shall be completed by June 30, 2026, unless otherwise agreed to, in writing, by the parties in accordance with Section 6 of this Agreement. This Agreement may be extended, for up to a total of three years, depending on the availability of funds and the performance of the Contractor, as follows:

A. Year 1: Date of Execution-June 30, 2026
B. Year 2: July 1, 2026-June 30, 2027
C. Year 3: July 1, 2027-June 30, 2028
D. Year 4: July 1, 2027-June 30, 2028

3. **Compensation and Method of Payment.**

A. **Compensation.** For performing the Services specified in Section 1, the City agrees to pay the Contractor up to the amount of not-to-exceed THREE HUNDRED THOUSAND and NO/100 DOLLARS ($**300,000.00)**, which amount excludes any applicable gross receipts tax. This amount shall constitute complete compensation for the Contractor's Services, including all expenditures made and expenses incurred by the Contractor in performing the Services.

B. **Method of Payment.** Payments shall be made to the Contractor upon the City's receipt of properly documented requisitions for payment, as determined by the budgetary and fiscal guidelines of the City, and on the condition that the Contractor has accomplished the Services to the satisfaction of the City. Payments shall not exceed FIFTY THOUSAND AND NO/100 DOLLARS ($50,000) monthly unless otherwise approved by City.

C. **Appropriations.** Notwithstanding any other provision in this Agreement, the terms of this Agreement are contingent upon the City Council of the City of Albuquerque making the appropriations necessary for the performance of this Agreement. If sufficient appropriations and authorizations are not made by the City Council, or if the City Council un-appropriates or deauthorizes funds during a fiscal year, this Agreement may be terminated upon thirty (30) days' written notice given by the City to all other parties to this Agreement. Such event shall not constitute an event of default. All payment obligations of the City and all of its interest in this Agreement will cease upon the date of termination. The City's determination as to whether sufficient appropriations are available or have been made shall be accepted by all parties and shall be final.

D. **Responsibility to Monitor Contract.** The Contractor is responsible for ensuring that the Contractor does not bill for Services in an amount that exceeds the total contract amount. With each invoice submitted to the City, the Contractor shall include a ledger report that identifies the total amount the Contractor has billed for Services under this Agreement and any Supplements to this Agreement. If at any time the Contractor determines that payment for Services may or will exceed the total amount provided in this Agreement and any Supplements to this Agreement, the Contractor shall notify the City in writing, as soon as possible after making that determination. If the Contractor's billing exceeds the amount of this Agreement and any Supplements, the City may stop or delay payment, or the Services may be ceased or delayed at the City's request.

4. **Independent Contractor.** Neither the Contractor nor its employees are considered to be employees of the City of Albuquerque for any purpose whatsoever. The Contractor is considered as an independent contractor at all times in the performance of the Services described in Section 1. The Contractor further agrees that neither it nor its employees are entitled to any benefits from the City under the provisions of the Workers' Compensation Act of the State of New Mexico, or to any of the benefits granted to employees of the City under the provisions of the Merit System Ordinance as now enacted or hereafter amended.

5. **Personnel.**

A. The Contractor represents that it has, or will secure at its own expense, all personnel required in performing all of the Services required under this Agreement. Such personnel shall not be employees of or have any contractual relationships with the City.

B. All the Services required hereunder will be performed by the Contractor or under its supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state and local law to perform such Services.

C. None of the work or the Services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or Services subcontracted hereunder shall be specified by written contract or Agreement and shall be subject to each provision of this Agreement.

6. **Indemnity**. The Contractor agrees to defend, indemnify, and hold harmless the City and its officials, agents, and employees from and against any and all claims, suits, demands, actions, or proceedings of any kind brought against any of those persons because of any injury or damage received or sustained by any person, persons, or property, which injury is arising out of or resulting from the Contractor's provision of goods or Services under this Agreement, or by reason of any asserted act or omission, neglect, or misconduct of the Contractor or Contractor's agents, employees or subcontractors, or the agents or employees of any subcontractor of Contractor, whether direct or indirect. The defense and indemnity required hereunder shall not be limited by reason of the specification of any particular insurance coverage in this Agreement.

7. **Insurance.** The Contractor shall procure and maintain at its expense until final payment by the City for Services covered by this Agreement, insurance policies in the kinds and amounts provided below, written with insurance companies authorized to do business in the State of New Mexico, which policies cover all operations under this Agreement, whether Services or operations are performed by Contractor or its agents. Before commencing the Services, and upon renewal of all coverages, the Contractor shall furnish to the City a certificate or certificates of insurance, in form satisfactory to the City, showing that Contractor has complied with this Section. All certificates of insurance shall be provided upon execution of this Agreement and upon any cancellation or change in the policy, and the certificates shall provide that thirty (30) days' prior written notice of any cancellation, material change to, or non-renewal of a policy be given to:

Risk Manager
Department of Finance and Administrative Services
City of Albuquerque
P.O. Box 470
Albuquerque, New Mexico 87103

Various types of required insurance may be written in one or more policies. With respect to all applicable coverages, the City shall be named an additional insured by endorsement onto the policy. Proof of this additional insured relationship shall be evidenced on the Certificate of Insurance (COI) and on the insurance endorsement. All coverages afforded shall be primary with respect to operations provided. If, during the term of this Agreement, the City requires the Contractor to increase the maximum limits of any insurance required herein, an appropriate adjustment in the Contractor's compensation will be made. Kinds and amounts of insurance required are as follows:

A. **Commercial General Liability Insurance.** A commercial general liability insurance policy with combined limits of liability for bodily injury or property damage as follows:

$1,000,000.00 **Per Occurrence**

$3,000,000.00 **Policy Aggregate**

$3,000,000.00 Products Liability/Completed Operations

$1,000,000.00 Personal and Advertising Injury

$20,000.00 Medical Payments

The policy of insurance must include coverage for all operations performed for the City by the Contractor, and contractual liability coverage shall specifically insure the hold harmless provisions of this Agreement.

B. Commercial Automobile Liability Insurance ("CAL"): A CAL policy with not less than a $1,000,000.00 combined single limit of liability for bodily injury, including death, and property damage in any one occurrence. The CAL policy must include coverage for the use of all owned, non-owned, and hired automobiles, vehicles and other equipment both on and off work. This CAL policy cannot be a personal automobile liability insurance policy as most personal automobile liability policies exclude coverage for work related losses.

C. Workers' Compensation Insurance: Workers' Compensation Insurance for the Contractor's employees when required by, and in accordance with, the provisions of the Workers' Compensation Act of the State of New Mexico ("Act"). The Contractor acknowledges that it is responsible for complying and agrees to comply with the Act and related rules in performing under this Agreement. The Contractor agrees to provide proof to the City of any Workers' Compensation coverage the Contractor is required to carry at any point during the term of this Agreement. The City may terminate this Agreement if the Contractor fails to comply with this provision.

D. Professional Liability (Errors and Omissions) Insurance: Professional liability (errors and omissions) insurance in an amount not less than $1,000,000.00 combined single limit of liability per occurrence with a general aggregate of $3,000,000.00.

E. Sexual Abuse Molestation Coverage: Sexual abuse molestation insurance in an amount not less than $1,000,000.00 combined single limit of liability per occurrence with a general aggregate of $1,000,000.00.

F. Increased Limits. If, during the term of this Agreement, the City requires the Contractor to increase the maximum limits of any insurance required herein, an appropriate adjustment in the Contractor's compensation will be made.

8. <u>Discrimination Prohibited, Civil Rights Compliance</u>. In performing the Services required hereunder, the parties hereto shall not discriminate against any person on the basis of race, color, religion, sex, gender, gender identity, sexual orientation, pregnancy, childbirth or condition related to pregnancy or childbirth, spousal affiliation, national origin, ancestry, age, physical or mental handicap or serious medical condition, or disability as defined in the Americans With Disabilities Act of 1990, as now enacted or hereafter amended, and as defined in the New Mexico

Human Rights Act. The Contractor agrees to comply and act in accordance with all provisions of the Albuquerque Human Rights Ordinance, the New Mexico Human Rights Act, the New Mexico Equal Pay for Women Act, Titles VI and VII of the U.S. Civil Rights Act of 1964, as amended, the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973, the Pregnant Workers Fairness Act, and all federal, New Mexico and City laws and rules related to the enforcement of civil rights. Questions regarding civil rights or affirmative action compliance requirements should be directed to the City's Office of Civil Rights.

9. **ADA Compliance**. In performing the Services required under the Agreement, the Contractor agrees to meet all the requirements of the Americans With Disabilities Act of 1990, the Pregnant Workers Fairness Act, the New Mexico Human Rights Act, and all applicable rules and regulations (the "ADA") that are imposed directly on the Contractor or that would be imposed on the City as a public entity. The Contractor agrees to be responsible for knowing all applicable requirements of the ADA and to defend, indemnify, and hold harmless the City, its officials, agents, and employees from and against any and all claims, actions, suits, or proceedings of any kind brought against any of those parties as a result of any act or omission of the Contractor or its agents in violation of the ADA.

10. **Conflict of Interest.** No officer, agent or employee of the City will participate in any decision relating to this Agreement which affects that person's financial interest, the financial interest of his or her spouse or minor child or the financial interest of any business in which he or she has a direct or indirect financial interest.

11. **Interest of Contractor.** The Contractor agrees that it presently does not have, and shall acquire no direct or indirect interest which conflicts in any manner or degree with the performance of the terms of this Agreement. The Contractor will not employ any person who has any such conflict of interest to assist the Contractor in performing the Services.

12. **No Collusion.** The Contractor represents that this Agreement is entered into by the Contractor without collusion on the part of the Contractor with any person or firm, without fraud, and in good faith. The Contractor also represents that no gratuities, in the form of entertainment, gifts or otherwise, were, or will be, offered or given by the Contractor or any agent or representative of the Contractor, to any officer or employee of the City for the purpose or with the intention of securing: this Agreement; a subsequent Agreement; more favorable treatment with respect to this Agreement; or more favorable treatment with respect to making any determinations regarding performance under this Agreement.

13. **Debarment, Suspension, Ineligibility and Exclusion Compliance.** The Contractor certifies that it has not been debarred, suspended or otherwise found ineligible to receive funds by any agency of the executive branch of the federal government, the State of New Mexico, any local public body of the State, or any state of the United States. The Contractor agrees that should any notice of debarment, suspension, ineligibility or exclusion be received by the Contractor, the Contractor will notify the City immediately.

14. **Reports and Information.** At such times and in such forms as the City may require, there shall be furnished to the City such statements, records, reports, data and information, as the City may request pertaining to matters covered by this Agreement. Unless otherwise authorized by the City, the Contractor will not release any information concerning the work

product including any reports or other documents prepared pursuant to this Agreement until the final product is submitted to the City.

15. Open Meetings Requirements. Any nonprofit organization in the City which receives funds appropriated by the City, or which has as a member of its governing body an elected official, or appointed administrative official, as a representative of the City, is subject to the requirements of § 2-5-1 et seq., R.O.A. 1994, Public Interest Organizations. The Contractor agrees to comply with all such requirements, if applicable.

16. Public Records. The parties acknowledge that the City is a government entity subject to the New Mexico Inspection of Public Records Act (Sections 14-2-1 et seq., NMSA 1978). Notwithstanding any other provision of this Agreement, the City shall not be responsible to Contractor for any disclosure of Confidential Information pursuant to that Act or pursuant to the City's public records act laws, rules, regulations, instructions or any other legal requirement.

17. Establishment and Maintenance of Records. Records shall be maintained by the Contractor in accordance with applicable laws and requirements prescribed by the City with respect to all matters covered by this Agreement. Except as otherwise authorized by the City, such records shall be maintained for a period of four (4) years after receipt of final payment under this Agreement.

18. Audits and Inspections. At any time during normal business hours and as often as the City may deem necessary, Contractor shall make all of the Contractor's records with respect to all matters covered by this Agreement available to the City for examination. The Contractor shall allow the City to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment, and other data related to all matters covered by this Agreement. The Contractor understands and will comply with the City's Accountability in Government Ordinance, §2-10-1 et seq. and Inspector General Ordinance, §2-17-1 et seq. R.O.A. 1994, and also agrees to provide requested information and records and to appear as a witness in hearings for the City's Board of Ethics and Campaign Practices pursuant to Article XII, Section 9 of the Albuquerque City Charter.

19. Ownership, Publication, Reproduction and Use of Material. No material produced in whole or in part under this Agreement shall be subject to copyright in the United States or in any other country. The City shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data or other materials prepared under this Agreement.

20. Compliance With Laws. In performing the Services required hereunder, the Contractor shall comply with all applicable laws, ordinances, and codes of the federal, state and local governments.

21. Changes. The City may, from time to time, request changes in the Services to be performed hereunder. Such changes, including any increase or decrease in the amount of the Contractor's compensation, which are mutually agreed upon by and between the City and the Contractor, shall be incorporated in written amendments to this Agreement.

22. **Assignability.** The Contractor shall not assign or transfer any interest in this Agreement, whether by assignment or novation, without the prior written consent of the City.

23. **Termination for Cause.** If, for any reason, the Contractor fails to fulfill its obligations under this Agreement in a timely and proper manner, or if the Contractor violates any provision of this Agreement, the City has the right to terminate this Agreement by giving written notice of the termination to the Contractor and specifying a termination effective date at least five (5) days after notice is provided. In such event, all finished or unfinished documents, data, maps, studies, surveys, drawings, models, photographs, and reports prepared by the Contractor under this Agreement shall, at the option of the City, become the City's property, and the Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed under the Agreement. Notwithstanding any other provision of this section, the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Agreement by the Contractor, and the City may withhold any payments to the Contractor for the purposes of set-off until such time as the exact amount of damages due the City from the Contractor is determined.

24. **Termination for Convenience of City.** The City may terminate this Agreement at any time by giving at least fifteen (15) days' notice of the termination in writing to the Contractor. If the Contract is terminated as provided herein, the Contractor will be paid an amount that bears the same ratio to the total compensation provided for under the Agreement as the Services actually performed bear to the total Services required under the Agreement, less payments of compensation previously made. If this Agreement is terminated due to the fault of the Contractor, the Termination for Cause provision shall apply.

25. **Construction and Severability.** If any part of this Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Agreement so long as the remainder of the Agreement is reasonably capable of completion.

26. **Enforcement.** The Contractor agrees to pay to the City all costs and expenses, including reasonable attorneys' fees, incurred by the City in exercising any of its rights or remedies in connection with the enforcement of this Agreement.

27. **Entire Agreement**. This Agreement, including any explicitly stated and attached exhibits, constitutes the full, final, and entire agreement of the parties and incorporates all of the conditions, agreements, understandings and negotiations between the parties concerning the subject matter of this contract, and all such agreements, conditions, understandings and negotiations have been merged into this written Agreement. No prior condition, agreement, understanding, or negotiation, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in writing in this Agreement.

28. **Applicable Law and Venue.** This Agreement is governed by and construed and enforced in accordance with the laws of the State of New Mexico and the City of Albuquerque. The venue for actions arising in connection with this Agreement is Bernalillo County, New Mexico.

29. **Force Majeure.** The City shall not be liable for failure to perform its obligations under this Agreement, for any loss or damage of any kind, or for any consequences resulting from

delay or inability to perform, due to causes beyond the reasonable control and without the fault or negligence of the City. Such causes ("Force Majeure Events") include, but are not restricted to: acts of God or the public enemy; acts of State, Federal or local governments; shortage or inability to obtain materials; breakdowns or delays of carriers, manufacturers, or suppliers; freight embargoes; theft; fire; flood; epidemics or pandemics; quarantine restrictions; strikes; lockouts; unusually severe weather; and defaults of subcontractors due to any of the above. If a Force Majeure Event causes any failure to perform, the City shall promptly inform the Contractor in writing of such event, indicating the expected duration thereof and the period for which suspension in performance is requested. The parties shall consult with each other in good faith with respect to modification of this Agreement to reflect such suspension or other changes (if any) desired by the City as a result thereof. The rights and remedies of the City provided in this paragraph shall not be exclusive and are in addition to any other rights now being provided by law or under this Agreement.

30. **Electronic Signatures.** Authenticated electronic signatures are legally acceptable pursuant to Section 14-16-7 NMSA 1978. The parties agree that this Agreement may be electronically signed and that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability, and admissibility.

31. **Approval Required.** This Agreement shall not become binding upon the City until approved by the highest required City approval authority.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the City and the Contractor have executed this Agreement upon the date of the last signature below.

CONTRACTOR:

Company: Youth Development Inc.

Approved By: _____ Date: _____

Name: _____ Title: _____

CITY OF ALBUQUERQUE:

Approved By: _____ Date: _____

Name: _____ Title: _____

Approved By: _____ Date: _____

Name: _____ Title: _____

Approved By: _____ Date: _____

Name: _____ Title: _____