

**Jackson Medical Mall Foundation (JMMF)  
Young Futurists Project  
Request for Proposals**

**School Year:** 2022

**Today's Date:** March 28, 2022

**Proposal Due Date:** April 29, 2022

**Bid:** RFP Posted Periodically

**Introduction**

Jackson Medical Mall Foundation's Young Futurists Project is soliciting proposals for youth workforce programs to operate as a subgrantee of the Mississippi Department of Human Services, TANF services for Workforce Training and Education Programs, Afterschool Program Activities, and Parenthood Initiative with measurable outcomes to Mississippi families. The program is also funded by the Robert Wood Johnson Foundation and Hardin Foundation.

The Jackson Medical Mall Foundation (JMMF) Young Futurists Project (YFP) is an intergenerational youth-based innovation hub that builds youth as innovators. YFP serves ages 8-18 virtually, and teens 13-18 physically on site, depending on COVID-19. At least 50% of students are part of families that receive public assistance. Students will address health issues and the social determinants of health and will be immersed in the following activities: Science, Technology, Engineering, Art and Mathematics (robotics, artificial intelligence, coding, telehealth, virtual reality); visual and performing arts; culinary arts; drug and violence prevention; trauma informed care; well-being; strategic foresight/futurism; sewing and crafts; literacy; tutoring; teen pregnancy prevention; leadership development; career exploration; hackathons, and, other dynamic components.

**SERVICE AREA DESCRIPTION/NUMBER OF PARTICIPANTS SERVED**

- JMMF seeks to serve one-hundred (100) students in Hinds County.
- JMMF's primary location is Jackson Medical Mall Foundation, 350 W. Woodrow Wilson Ave., Jackson, Mississippi 39213
- Service Delivery: JMMF will provide hybrid experience. On-site partners will be able to utilize the designated lab space located at the Jackson Medical Mall in Suite, #3504.

## **SCOPE OF TANF SERVICES PROVIDED**

Afterschool Program Activities: The Young Futurists Project (YFP), is a hybrid (virtual and on-site) youth-driven intergenerational innovation hub focusing on tackling and solving problems related to school engagement, 21<sup>st</sup> Century Learning, health, and the social determinants of health. The social determinants of health include housing, employment, education, wealth creation, environmental development, and socioeconomic characteristics. The program partners content specific experts with YFP's youth.

## **PURPOSE/SERVICES NEEDED**

The purpose of this RFP is to identify and select partner(s) that can most effectively and cost efficiently provide the following services:

- Onsite and Virtual Tutoring,
- Agriculture Services,
- Culinary Services,
- Robotics,
- Quilting Services

## **SCOPES OF SERVICES NEEDED**

### **Onsite and Virtual Tutoring**

- Tutoring Monday through Thursday either at Jackson Medical Mall Foundation or virtual aligning to the students' schedule.
- Tutors must be experts in their subject matter area proving a degree, certification, or work experience in the area of tutoring.
- Tutors will be required to log each tutoring session and have supervisor approval.
- Tutors will work with the YFP Academic Career Coordinator to identify and intervene with students who require additional support in their course work.
- Tutors will be required to report to the YFP Academic Coordinator and/or staff regarding student academic progress.
- Tutors must be employees of the Subcontractor.
- Tutors must have a recent background check and provide proof of background check documentation.
- YFP will have the right to review all background checks for all Tutors supplied by the Subcontractor and will also be allowed to review the performance of all Tutors working with the Young Futurists Project program.

### **Agriculture Services:**

1. Agriculture services Monday through Thursday at Jackson Medical Mall Foundation during after school/summer programming.
2. Agriculture service providers must be experts in this subject matter area proving a degree, certification, or work experience in agriculture.
3. The agriculture provider will be required to log each agriculture session and have supervisor approval.
4. Agriculture service providers will work with the YFP Academic and Career Coordinator to coordinate the schedule of services.
5. Agriculture service providers must be employees of the Subcontractor.
6. Agriculture service providers must have a recent background check and provide proof of background check documentation.
7. YFP will have the right to review all background checks for all agriculture service providers supplied by the Subcontractor and will also be allowed to review the performance of all agriculture service providers working with the Young Futurists Project program.

### **Culinary Services:**

1. Culinary services Monday through Thursday at Jackson Medical Mall Foundation during after school/summer programming.
2. Culinary service providers must be experts in this subject matter area proving a degree, certification, or work experience in culinary.
3. The culinary service provider will be required to log each culinary session and have supervisor approval.
4. Culinary service providers will work with the YFP Academic and Career Coordinator to coordinate the schedule of services.
5. Culinary service providers must be employees of the Subcontractor.
6. Culinary service providers must have a recent background check and provide proof of background check documentation.
7. YFP will have the right to review all background checks for all culinary service providers supplied by the Subcontractor and will also be allowed to review the performance of all culinary service providers working with the Young Futurists Project program.

### **Robotics Services:**

1. Robotics services Monday through Thursday at Jackson Medical Mall Foundation during after school/summer programming.
2. Robotics service providers must be experts in this subject matter area proving a degree, certification, or work experience in robotics.
3. Robotics service providers will be required to log each robotics session and have supervisor approval.

4. Robotics service providers will work with the YFP Academic and Career Coordinator to coordinate the schedule of services.
5. Robotics service providers must be employees of the Subcontractor.
6. Robotics service providers must have a recent background check and provide proof of background check documentation.
7. YFP will have the right to review all background checks for all robotics service providers supplied by the Subcontractor and will also be allowed to review the performance of all robotics service providers working with the Young Futurists Project program.

### **Quilting Services:**

1. Quilting services Monday through Thursday at Jackson Medical Mall Foundation during after school/summer programming.
2. Quilting service providers must be experts in this subject matter area proving a degree, certification, or work experience in quilting.
3. Quilting service providers will be required to log each quilting session and have supervisor approval.
4. Quilting service providers will work with the YFP Academic and Career Coordinator to coordinate the schedule of services.
5. Quilting service providers must be employees of the Subcontractor.
6. Quilting service providers must have a recent background check and provide proof of background check documentation.
7. YFP will have the right to review all background checks for all quilting service providers supplied by the Subcontractor and will also be allowed to review the performance of all quilting service providers working with the Young Futurists Project program.

### **FINANCIAL BENCHMARKS**

- The Subcontractor must include in the bid the total number of tutoring hours proposed.
- The YFP Academic and Career Coordinator will manage how many hours YFP will allow tutors to work during any given month of the contract.
- The Subcontractor will be responsible for all taxes, insurance, and worker's compensation (if applicable). The Subcontractor will indemnify Jackson Medical Mall Foundation/ YFP against any claims for unemployment or employee fringe benefits.
- The Subcontractor will submit an invoice for monthly tutoring services. Hours billed will not exceed allowed hours from the signed contract by JMMF/YFP and Subcontractor, unless approved by the Executive Director. YFP will pay the billed hours NET 30 days.

### **BID REQUIREMENTS**

Each bidder must include the following information for consideration:

- Structure of company and ownership.
- Evidence of past performance and examples of tutoring practices.
- Evidence of ability to work in a school setting with students and staff.
- Billable hours your organization will provide for YFP on a school-year basis.
- The evaluating system that is used for tutors.
- Logging system of tutor hours and work.

### **BID GRANTING**

1. The YFP director will recommend to the Executive Director the Subcontractor for approval.
2. The Subcontractor will specify all the necessary components required in the bid.
3. The Subcontractor will be expected to begin serving students at YFP on June 6, 2022.
4. Consideration for approval will be based on the following:
  - a. Proven track record of for the service area that the proposal is submitted
  - b. Ability to provide qualified staffing for YFP
  - c. Price of services (per hour fee)
  - d. Ability to work with the students and staff at YFP
  - e. Full disclosure of all required elements of the bid requirements

### **ADVERTISEMENT OF SUBCONTRACT**

1. The contract recipient will be posted in general circulation publications such as MS Link Newspaper and Jackson Advocate Newspaper.
2. The Executive Director will open all bids and make a determination of awarding the bid based on a rubric structured evaluation and an interview with applicants. The Executive Director may use a team to evaluate bid proposals.
3. The Executive Director will evaluate multiple criteria including quality of track record, availability, price, and corporate structure.
4. The Executive Director will announce the bid winner no later than May 16, 2022.

Questions may be directed to [jlewis@jacksonmedicalmall.org](mailto:jlewis@jacksonmedicalmall.org). Proposals must be received by 3:00 p.m. CST on Friday, April 29, 2022. Timely receipt of proposals is the sole responsibility of the bidder. Proposals may be submitted electronically to [jlewis@jacksonmedicalmall.org](mailto:jlewis@jacksonmedicalmall.org).

**FUNDING TERM:** The funding begins on June 6, 2022 and ends on September 30, 2022.