



**ATTACHMENT I
OFFER AND ACCEPTANCE**

State of Arizona
Office of the Attorney General
Procurement Section
2005 N. Central Avenue
Phoenix, Arizona 85004

AGO PROJECT NO: AG22-0023

OFFER

San Tan

TO THE STATE OF ARIZONA:

The Undersigned hereby offers and agrees to furnish the material, service or construction in compliance with all terms, conditions, specifications and amendments in the Solicitation and any written exceptions in the offer. Signature also certifies Small Business status.

Pinal County Board of Supervisors				
Company Name			Signature of Person Authorized to Sign Offer	
P.O. Box 827			Stephen Q. Miller	
Company Address			Printed Name	
Florence	AZ	85132	Pinal County Board of Supervisor, Chairman	
City	State	Zip	Title	
BOSChair@pinal.gov			520-866-6068	
Contact Email Address			Contract Phone Number	Contact Fax Number

By signature in the Offer section above, the Offeror certifies:

1. The submission of the Offer did not involve collusion or other anticompetitive practices.
2. The Offeror shall not discriminate against any employee or applicant for employment in violation of Federal Executive Order 11246, State Executive Order 2009-9 or A.R.S. §§ 41-1461 through 1465.
3. The Offeror has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted offer. Failure to provide a valid signature affirming the stipulations required by this clause shall result in rejection of the offer. Signing the offer with a false statement shall void the offer, any resulting contract and may be subject to legal remedies provided by law.
4. The Offeror certifies that the above referenced organization IS/ IS NOT a small business with less than 100 employees or has gross revenues of \$4 million or less.

ACCEPTANCE OF OFFER

Your offer is hereby accepted;

The Grantee is now bound to sell the materials, services or construction listed by the attached contract based upon the solicitation, including all terms, conditions, specifications, amendments, etc., and the Grantee's offer as accepted by the Office of the Attorney General.

The Grantee is hereby cautioned not to commence any billable work or provide any material or service under this contract until the Contractor receives a purchase order, contract release document or written notice to proceed.

This Contract shall henceforth be referred to as Contract No.:		AG22-0023-018	
The effective date of the Contract is:		21/1/2022	
STATE OF ARIZONA OFFICE OF THE ATTORNEY GENERAL	Awarded this	21 st	Day of January, 2022



**ATTACHMENT I
CHILD AND FAMILY ADVOCACY CENTER QUESTIONNAIRE**

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Child and Family Advocacy Center / Statewide Organization Questionnaire

This section requests information about the contractor. Please follow the format outlined in this section when responding. Do not provide a standard boilerplate for this information or make reference to a brochure or report as part of your response.

San Tan Family Advocacy Center				
Child and Family Advocacy Center / Statewide Organization Name				
31505 N. Schnepf Rd.				
Company Address				
San Tan Valley	AZ	85142	520-866-7020	520-866-7032
City	State	Zip	Main Phone Number	Main Fax Number
2015				
Month and Year Child and Family Advocacy Center Name was Established				

Chief Contact Information #1

Melody Lenhardt		
Director/Coordinator Name		
Family Advocacy Center Manager		
Director/Coordinator Title		
Melody.Lenhardt@pinal.gov	520-866-7029	520-866-7525
Email	Contract Phone Number	Contact Fax Number

Contact Information #2

This individual will be copied on all communication regarding deadlines, invoices and reports.

Salpi Stark		
Director/Coordinator Name		
Grants Administrator		
Director/Coordinator Title		
Salpi.Stark@pinal.gov	520-866-6282	
Email	Contract Phone Number	Contact Fax Number

Grant Payable to (if different than above)

Child and Family Advocacy Center / Statewide Organization Name	Umbrella Organization, if applicable
Company Address	Umbrella Org, Mailing Address, if applicable
City, State, Zip	Umbrella Org City, State, Zip, if applicable



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Please indicate the number of all victims served for each category.

For purposes of quantifying "all victims served," a victim may only be counted once per suspected offense by a CFAC, and not necessarily based on how many individual or total services were provided to a single victim. Data provided should include reporting from January 1, 2020 to December 31, 2020. CFACs applying under 1.3.1.2 and 1.3.1.3 shall provide information in the category boxes below.

2020 Calendar Year reporting for all victims served via Child and Family Advocacy Center.

Child abuse or neglect	340
Abuse of an adult or a vulnerable adult	4
Sexual assault	22
Domestic violence	40
Juvenile sex trafficking	1
Homicide	6
Total victims served for 2020 calendar year	410



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Organization, Management, and Program Experience

Describe your organization, its leadership and management structure, current activities, and mission statement, including the target populations served and your organization's connections to the community.



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The San Tan Family Advocacy Center provides a comprehensive, multi-disciplinary team approach to the investigation, prosecution and service provision to victims of child abuse and interpersonal violence. The center was established in 2015 and has continuously served victims of crime in Pinal County. The center initially served victims of child maltreatment until 2018 when it added additional services for adult victims of sexual assault and domestic violence. The San Tan Family Advocacy Center functions under the leadership of the Pinal County Attorney's Office, with an Advocacy Center Manager to manage daily operations and staff. The current manager, Melody Lenhardt has 20 years of experience working with victims and 17 years of leadership experience. The Mission Statement of the Pinal County Attorney's Office and the Family Advocacy Centers are as follows: Sworn to uphold the constitution, the Pinal County Attorney's Office (PCAO) is committed to using common sense and decency in the fair and impartial administration of justice. The Family Advocacy Centers function under the umbrella of PCAO. The Family Advocacy Centers protect and empower our most vulnerable by providing a victim-centered team approach to investigation and prosecution of crimes of personal violence while facilitating recovery and healing of crime victims. The Pinal County Attorney's Office San Tan Family Advocacy Center (FAC) provides a comprehensive, multi-disciplinary team approach to the investigation, prosecution and service provision of victims of child abuse and interpersonal violence. This includes child physical abuse, sexual abuse and child neglect, child exposure to drugs and/or endangerment, human trafficking, crimes involving child witnesses (e.g. homicide, domestic violence and other violent crimes), adult sexual assault and domestic violence. When reports of child abuse are made to law enforcement or the Department of Child Safety (DCS), multi-disciplinary team's onsite at the FAC respond. The team consists of law enforcement, forensic interviewers, victim advocates, forensic nurses, mental health providers, prosecutors, volunteers and FAC administrative staff. Specialists such as DCS, OCWI or tribal social services personnel, respond based on the situation. The FAC offers a range of services based on the unique needs of victims (e.g. forensic interviews, medical forensic exams, victim advocacy, prosecutors). All FAC team members are trained in victim-centered approaches to the investigation and prosecution of violent "persons" crimes as well as evidence-based, trauma-informed methods of assisting victims. Services, with the exception of mental health, are offered onsite in a safe, comfortable setting in order to minimize possible secondary trauma from traveling to multiple sites of service, services repeated unnecessarily, or from service in less private settings. Mental health services are available through the center through a VOCA grant and are delivered virtually to victims and families in the comfort of their homes or a location of their choosing. Victim advocates provide referrals for other needed services outside the center. The multi-disciplinary team meets regularly to review and staff cases in order to constantly improve both investigations and services. The Pinal County Attorney's Family Advocacy Center staff participate in numerous community activities and work groups. Staff belong to the Pinal County Sexual and Domestic Violence Coalition, working closely to coordinate services and develop strategies and trainings to meet the needs of the community. The FAC also participates in the Pinal County Minor Victim Sex Trafficking Collaborative, a multi-agency collaborative effort to address trafficking in the community. The FAC



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manager regularly participates in meetings of the Pinal County Law Enforcement Association (PCLEA) to work closely with police chiefs and other community stakeholders to address community needs. The center is a member of and accredited through the National Children's Alliance, a national organization that works to support advocacy centers across the country. The center is also a member of the Arizona Child and Family Advocacy Center Network, with the Family Advocacy Center Manager participating in regular quarterly meetings and activities. Staff regularly participate in community events and fairs to provide community education, prevention and information. In addition, the FAC has hosted protocol trainings to partner agencies as well as co-sponsoring training in domestic violence for law enforcement in the past year.



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Required Document Checklist:

- Copy of accredited certification by a national organization that is organized to promote multidisciplinary child abuse investigation and prosecution programs or Copy of signed MOU from Multidisciplinary Team
- List of Board Members with Affiliations (if applicable)
- Copy of Protocols (if applying under 1.3.1.2 or 1.3.1.3)
- Completed form(s) detailing statistics of all victims served for each applicable calendar year (if applying under 1.3.1.2 or 1.3.1.3)
- Proof that the CFAC, pursuant to A.R.S. §8-446, and Section 1.3.1.3 of the RFGA, meets all of the terms required in 1.3.1.3 for grant funding eligibility (only applicable to CFACs applying under 1.3.1.3):

Certification

As a condition to accepting funds from the Attorneys Generals Office, I agree to abide by the aforementioned conditions and to provide the AG's office with final financial and programmatic reports after year end by December 31, 2022. I understand that all funds must be expended or encumbered no later than December 31, 2022.

(Please check the box that pertains to your grant request and initial)

- Initial _____ Pursuant to section 1.3.1.1 I do hereby qualify.
- Initial CFAC Pursuant to section 1.3.1.2 I do hereby qualify.
- Initial _____ Pursuant to section 1.3.1.3 I do hereby qualify.

For applicants pursuant to 1.3.1.3 only, please fill out the following:

I certify, pursuant to A.R.S. §8-446, and Section 1.3.1.3 of the RFGA, the CFAC meets all of the following (only applicable to CFACs applying under 1.3.1.3):

- Initial _____ Maintains and provides services at a neutral facility that is focused on victims and that allows:
 1. Evidence-based forensic interviews by a trained forensic interviewer of victims or witnesses of one or more suspected offenses;
 2. Interaction with a victim as investigative or treatment needs or victim services require.
- Initial _____ Has a multidisciplinary case review team that meets on a regular basis and that consists of members who are appropriate for serving a victim of a suspected offense. Membership of



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the team **may** include:

1. A representative of the Department of Child Safety;
2. A representative of the County Attorney;
3. A mental health service provider;
4. A representative of law enforcement;
5. A victim advocate;
6. A forensic medical professional;
7. A forensic interviewer.

- Initial _____ Provides medical evaluations or referrals for medical evaluations by a health care provider who has specific training in child or adult sexual abuse.
- Initial _____ Provides mental health therapy or referrals for mental health therapy by professionals who have training in and who provide trauma-focused and evidence-supported mental health treatment.
- Initial _____ Facilitates evidence-based training for various disciplines in the community that respond to reports of one or more suspected offenses.
- Initial _____ Has a written commitment from any agency that is participating in the multidisciplinary approach to handling one or more suspected offenses.
- Initial _____ Provides the Attorney General with proof of compliance with standards prescribed pursuant to this section.
- Initial _____ Complies with the relevant safety assessment and investigation protocols developed pursuant to section A.R.S. §8-817.