CITY OF SAN JOSE
CAPITAL OF SILICON VALLEY

Memorandum

TO: HEALTHY NEIGHBORHOODS LEADERSHIP COMMITTEE

FROM: Albert Balagso

SUBJECT: Correspondence from Estrella Family Services

DATE: April 6, 2009

INFORMATION

On March 18th, you received a communication from Estrella Family Services requesting your support to reverse the decision to disqualify this organizations' proposal in the Healthy Neighborhoods Venture Fund (HNVF) request for proposals (RFP) process.

The Estrella Family Services proposal was disqualified for not meeting the RFP requirement that proposed programs have at least a 20% match by other funding sources. Angie Briones, Executive Director, states that the proposed program has a 20+% match, but that it was incorrectly stated in the proposal. She expressed her desire to clarify the error and have the application reconsidered.

In order to maintain consistency and fairness throughout the HNVF process, the City's Finance Department advised that PRNS not accept additional information that would support or enhance an application. In addition, the Finance Department agreed that the terms for disqualifying Estella Family Services were warranted.

If you have additional questions regarding this matter, please contact Zulma Maciel at 409-793-4175.

ALBERT BALAGSO, Director
Parks, Recreation and Neighborhood Services