



Superior Court of California County of Contra Costa

Request for Proposals # 2503-01: **Dependency Mediator, Part-Time (Contract)**

Half Day (Up to Two Mediation Appointments): \$350.00
Full Day Mediation (Up to Four Mediation Appointments): \$700.00

1.0 BACKGROUND INFORMATION

The Superior Court of Contra Costa County ("Court") is posting a Request for Proposal for contract dependency mediators to provide confidential juvenile dependency mediation services at Court locations in Martinez, Pittsburg, Richmond, and Walnut Creek.

2.0 DESCRIPTION OF REQUIRED SERVICES

Dependency mediators are specially trained, neutral third-party mediators who have no decision-making power while assisting parties in reaching a fully informed and mutually acceptable resolution that focuses on the safety and best interest of the child, and the safety of all family members.

Services will include conducting mediation appointments in such a way as to protect any victim of domestic violence, maintaining a neutral atmosphere, and preparing agreements reached for distribution at the conclusion of the mediation. Dependency mediators must timely submit a completed "Data Collection Form" with each mediation appointment along with a payment demand. Mediators must also attend quarterly Juvenile Dependency Mediation Program meetings.

3.0 CONTRACT PERIOD

The contract period for the contract resulting from this RFP is one year with the option to annually renew for further period of up to four years.

4.0 PAYMENT RATE AND TERMS

The current rate offered by the Court for half-day mediation (up to two appointments per day) is \$350.00 and for full day mediation (up to four appointments per day) is \$700.00. Mediators will be paid if scheduled mediation appointments cannot proceed in the event critical participants fail to attend. Mediators must submit a Court Demand Form to request payment for services provided.

5.0 REQUIRED AND DESIRED QUALIFICATIONS

Knowledge of:

- Principles and techniques used in dependency mediation and the function of dependency mediators within the Juvenile Court;

- Court system of California and the procedures used in juvenile dependency law cases;
- Effects of child abuse, neglect and exposure to domestic violence;
- California Family Code, Rules of Court, Welfare and Institutions Code, and Penal Code related to Juvenile Dependency, Mediation, the Domestic Violence Prevention Act, and child abuse and neglect.

Ability to:

- Effectively communicate orally and in written form;
- Effectively use word processing software;
- Establish and maintain effective working relationships;
- Behave professionally and compassionately toward parents who are in highly stressful situations; and
- Prepare mediated agreements in a clear, precise, and timely manner.

5.1 REQUIRED QUALIFICATIONS:

- Proposer must possess one or more of the following degrees:
 - (A) A master's or doctoral degree in psychology, social work, marriage and family therapy, conflict resolution, or another behavioral science substantially related to family relationships, family violence, child development, or conflict resolution from an accredited college or university;
 - or
 - (B) A juris doctorate or Bachelor of Laws degree;
- At least two years of experience as an attorney, a referee, a judicial officer, a mediator, or a child welfare worker in juvenile dependency court, or at least three years of experience in mediation or counseling, preferably in a setting related to juvenile dependency or domestic relations;
- Valid California Driver's License

5.2 DESIRED QUALIFICATIONS:

- Completion of at least 40 hours of initial dependency mediation training as detailed in California Rules of Court 5.518(e). Only education and training acquired from eligible providers meet the requirements. "Eligible providers" include the Judicial Council and may include educational institutions, professional associations, professional continuing education groups, public or private for-profit or not-for-profit groups, and court-connected groups. All education and training programs must be approved by Judicial Council staff in consultation with the Family and Juvenile Law Advisory Committee.
- Experience as a dependency mediator, if any.
- Additional post-degree law practice, counseling and/or psychotherapy experience.
- Possession of one of the following professional licenses: a valid license as an

MFT or LCSW issued by the State of California Board of Behavioral Sciences, a valid license as a Psychologist issued by the State of California Board of Psychology, or a valid license as an attorney issued by the State Bar of California.

- Fluency in Spanish.

6.0 PROPOSAL SUBMISSION:

This RFP is open until the Court's requirement for contract dependency mediators is fulfilled. Proposers must submit the following:

1. Completed Proposal Form

Please submit the Proposal Form as a PDF file. You may print and scan the form to PDF, or convert to PDF.

2. Resume
3. Copy or picture of valid California driver's license

All proposals must be submitted by email to CCCourtRFPs@contracosta.courts.ca.gov. Please include the RFP number in the email subject line.

7.0 REQUIREMENTS BEFORE COMMENCEMENT OF SERVICE

Proposer will complete the following forms (to be provided by the Court) before commencement of service:

- a. General Certifications form (to certify proposer (1) has no conflict of interest, (2) is not suspended or debarred, (3) is not tax delinquent, and (4) is not a scrutinized company.)
- b. Payee Data Record

(End of RFP Document)
