

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SAN BERNARDINO  
AND RECORD OF ACTION**

July 28, 2020

**FROM**

**MICHELLE SCRAY BROWN, Chief Probation Officer, Probation Department**

**SUBJECT**

Amendment to Contract with Telios Training Solutions for Independent Living Program Services

**RECOMMENDATION(S)**

Approve **Amendment No. 3** to **Contract 15-690** with Telios Training Solutions, increasing the contract amount by \$45,000, from \$450,000 to \$495,000, and extending the term by six months, from July 31, 2020 to January 31, 2021, to provide independent living program services.  
(Presenter: Kimberly Epps, Deputy Chief Probation Officer, 387-5589)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**Pursue County Goals and Objectives by Working with Other Agencies.**

**FINANCIAL IMPACT**

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). San Bernardino County Children and Family Services Department (CFS) receives an annual federal allocation to provide services to eligible youth supervised by the County of San Bernardino (County). CFS distributes approximately \$400,000 annually via an Interagency Agreement to fund the Probation Department's (Department) Independent Living Program (ILP). A portion of these funds will be used to offset the cost of the contract with Telios Training Solutions (Telios), not to exceed \$45,000 over the six month term extension. Sufficient appropriation and revenue for this contract have been included in the Department's 2020-21 budget.

**BACKGROUND INFORMATION**

The Department has provided federally mandated ILP services to probation youth in foster care since 1991. These services include workshop trainings, basic living skills, computer skills, career exploration and job readiness preparation for youth between the ages of 16 and 21 who have been in out-of-home placement. The Department's ILP uses contractors to provide these workshops for the eligible youth to learn and develop skills that will help prepare them to transition to adulthood and independent living.

On September 15, 2015 (Item No. 37) the Board of Supervisors (Board) approved competitive contract No. 15-690 with Telios to provide ILP services for eligible probation youth in foster care in the total contract amount of \$270,000 from September 15, 2015 to July 31, 2018 with two one-year options to extend the term.

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On July 24, 2018 (Item No. 29) the Board approved Amendment No. 1, increasing the total contract amount by \$90,000 from \$270,000 to \$360,000, and exercising the first option to extend the contract from July 31, 2018 to July 31, 2019.

On July 23, 2019 (Item No. 27) the Board approved Amendment No. 2, increasing the total contract amount by \$90,000 from \$360,000 to \$450,000, and exercising the second and final option to extend the contract from July 31, 2019 to July 31, 2020.

The Department requests a six-month extension to the current agreement from July 31, 2020 to January 31, 2021, to continue providing uninterrupted services while allowing for additional time to complete the procurement process.

**PROCUREMENT**

On June 23, 2015, the Department issued a request for proposals (RFP) to solicit qualified vendors to provide ILP services to meet the needs of eligible youth in the areas of education, consumerism, healthcare, and parenting. Of the two proposals received, an evaluation committee consisting of Department representatives evaluated the proposals and recommended Telios as the proposer who best met the ILP service needs of the County.

The Department is in the process of completing a new competitive RFP to solicit qualified vendors to provide ILP services to be in place by February 1, 2021. Approval of a six-month extension will allow the Department sufficient time to complete the procurement process and provide for continuity of service, as the submittal and review times increased due to limitations caused by the COVID-19 pandemic. County Purchasing concurs with the extension request. After termination of this contract, Telios will assist in the transition of services to a new vendor, if necessary.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Jamie Ryan, Deputy Counsel, 387-3088) on July 1, 2020; Purchasing Department (Michelle Churchill, Lead Buyer, 387-2070) on July 1, 2020; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on July 2, 2020; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-4376) on July 6, 2020.

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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

Moved: Josie Gonzales    Seconded: Robert A. Lovingood  
Ayes: Robert A. Lovingood, Janice Rutherford, Dawn Rowe, Curt Hagman, Josie Gonzales

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: July 28, 2020



cc:    Probation- Epps w/agree  
         Contractor- C/O Probation w/agree  
         File- w/agree  
la      07/31/2020