

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

February 11, 2020

**FROM**

**PHALOS HAIRE, Director, Preschool Services Department**

**SUBJECT**

Amendment to Contract with Management Information Technology USA, Inc., dba ChildPlus Software

**RECOMMENDATION(S)**

Approve Amendment No. 2, effective February 12, 2020, to Contract No. 15-276 with Management Information Technology USA, Inc. dba ChildPlus Software, increasing the total amount by \$4,118, from \$264,929 to \$269,047 for the addition of a mobile application to the record keeping and reporting system for Head Start and State Preschool Programs, with no change to the contract period of June 3, 2015 through June 30, 2021.

(Presenter: Phalos Haire, Director, 383-2005)

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

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

**FINANCIAL IMPACT**

This item does not impact Discretionary General Funding (Net County Cost). The increase of \$4,118 for the addition of a mobile application to the record keeping and reporting system is approximately 84% (\$3,459) federally funded through the Administration for Children and Families and approximately 16% (\$659) state funded through the California Department of Education. Adequate appropriation and revenue have been included in the Preschool Services Department's (PSD) 2019-20 budget, and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

The recommended amendment to Contract No. 15-276 with Management Information Technology USA, Inc. dba ChildPlus Software (ChildPlus) increases the contract amount for the addition of a mobile application to the existing record keeping and reporting system for Head Start and State Preschool Programs. PSD wishes to utilize technology to simplify the preschool enrollment process for parents and guardians. PSD's current data system can interface with ChildPlus' software to create a mobile application that will facilitate this process. The recommended increase to the contract will allow PSD to collaborate with Human Services' Information Technology and Support Division to test functionality and put the mobile application into production for recruitment of 2020-21 enrollment.

Head Start Performance Standards and the California Department of Education require that a record keeping database and reporting system be used to consistently collect and record data, generate reports, make information accessible to appropriate parties, and maintain confidentiality. A record keeping database and reporting system is also necessary to ensure

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PSD maintains compliance with required federal and state reporting information regarding child assessments, child attendance, medical information, health conditions, immunization records, and compliance monitoring.

PSD operates Head Start and State Preschool programs that provide comprehensive child development and family services that include education, health, nutrition, parent involvement, and psychological services for children ages 0 to 5 and their families. The overall goal of these programs is to increase the health and school readiness of disadvantaged children and increase the self-sufficiency of low income families.

**PROCUREMENT**

On June 2, 2015 (Item No. 55), the Board of Supervisors (Board) approved Contract No. 15-276 with ChildPlus to provide a record keeping and reporting system for the Head Start and State Preschool Programs, in the amount of \$117,839, for the period of June 3, 2015 through June 30, 2018, with the option to extend for three additional one-year periods.

On May 22, 2018, (Item No. 73) the Board approved Amendment No. 1 to Contract No. 15-276 with ChildPlus, increasing the total amount by \$147,090, from \$117,839 to \$264,929, and exercising the option to extend the contract for three additional years, for a total contract period of June 3, 2015 through June 30, 2021.

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Jennifer Mulhall-Daudel, Contracts Manager, 388-0241) on January 15, 2020; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on January 27, 2020; Finance (Paul Garcia, Administrative Analyst, 386-8392) on January 27, 2020; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on January 27, 2020.

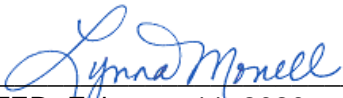
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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: February 11, 2020



cc: PSD- D'Avanzo w/agree  
Contractor- C/O PSD w/agree  
File- w/agree  
la 02/20/2020