

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

June 22, 2021

FROM

TRACY REECE, Chief Probation Officer, Probation Department

SUBJECT

Contracts for Tutoring Services for Probation Youth

RECOMMENDATION(S)

Approve **Contracts** with the following agencies to provide Tutoring Services to Probation youth, in an aggregate amount not to exceed \$800,000, for the total contract period of July 1, 2021 through June 30, 2024:

1. One on One Learning, Inc. **Contract No. 21-496**
2. Professional Tutors of America, Inc. **Contract No. 21-497**
3. Studentnest, Inc. **Contract No. 21-498**
4. Thrive Academics, Inc. **Contract No. 21-499**

(Presenter: Tracy Reece, Chief Probation Officer, 387-5692)

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

This item does not require Discretionary General Funding (Net County Cost). The total cost of the Tutoring Services contracts will not exceed an aggregate amount of \$800,000 for the three-year period of July 1, 2021 through June 30, 2024, and are funded entirely through the Juvenile Justice Crime Prevention Act (JJCPA). Annually, the JJCPA allocates funding from the State for programs that address juvenile crime prevention and focus on public safety. Adequate appropriation and revenue have been included in the Probation Department's (Probation) 2021-22 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Probation has contracted for Tutoring Services since 2002. The recommended contracts will allow Probation to continue to provide Tutoring Services to youth aged 11 to 18 years of age who are residents of San Bernardino County and either on formal Court Probation for law violations, or at risk of developing delinquent behavior; and youth 18 to 23 years old who are residents of the County, and are on formal Adult or Juvenile Probation, or on California Department of Juvenile Justice (DJJJ) post discharge (reentry) supervision. Tutoring Services provide educational assistance beyond the normal school curriculum designed to bring students' academic performance up to grade level or enhance current educational skills. The Tutoring Services program is designed to increase the academic success of Probation youth placed under the care of Probation by the Juvenile Court.

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Each contract is written in an amount not to exceed \$800,000 for the three-year contract period, with combined spending not to exceed \$266,666 annually. County staff will monitor contractor invoices at both the individual and aggregate levels to ensure total payments do not exceed the authorized amounts. The contracts are written in this manner to establish a Board of Supervisors approved list of qualified vendors and allow Probation the flexibility of selecting the vendor that best meets County and client serviced needs.

The contracts do not include a guaranteed minimum or maximum number of referrals, and contractors will be paid on a fee-for-service basis. The contracts may be terminated by the County without cause, with 30-days written notice to the contractor.

Contractor performance will be monitored by review of monthly reports and an annual monitoring visit by County staff to ensure compliance with the administrative, program, and fiscal terms and conditions of the contract.

PROCUREMENT

Probation released a Request for Proposals (RFP) on April 12, 2021 (RFP HS 20-12/ePro Bid # PROB21-PROB-4095) to solicit proposals from interested and qualified agencies to provide Tutoring Services county-wide for a three-year period of July 1, 2021 through June 30, 2024. The RFP was publically advertised through direct mailings to 44 education providers, tutoring providers, community-based organizations, and other interested parties and posted on the County Electronic Procurement Network (ePro).

Nine agencies attended the mandatory proposal conference on April 21, 2021, four proposals were received by the established deadline. All four proposals met the minimum requirements and were evaluated by a team of representatives from Probation based on the selection criteria listed in the RFP. Based on the evaluation results, all four agencies are being recommended for contract. No written protests were received.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jamie Ryan, Deputy County Counsel, 387-5455) on June 8, 2021; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on June 8, 2021; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-4376) on June 1, 2021.

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

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Dawn Rowe
Ayes: Col. Paul Cook (Ret.), Janice Rutherford, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 22, 2021



cc: Probation- Hamman w/agree
Contractor- C/O Probation w/agree
File- w/agree
LA 06/29/2021