

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

January 14, 2025

FROM

JEANY ZEPEDA, Director, Children and Family Services

SUBJECT

Contract to Provide and Manage Staffing for a Transitional Shelter for Youth Awaiting Placement

RECOMMENDATION(S)

Approve **Contract No. 25-27** with Family Assistance Program to provide management and staffing of a Transitional Shelter Facility on a cost reimbursement basis, in the aggregate amount, not to exceed \$2,550,000, for the total contract period of February 1, 2025 through January 31, 2028.

(Presenter: Jeany Zepeda, Director, 387-2792)

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 and Stakeholders.

FINANCIAL IMPACT

This item does not impact Discretionary General Funding (Net County Cost). The contract, with an amount not to exceed \$2,550,000 for temporary shelter services, will be funded by a combination of 70% 2011 Realignment and 30% Net County Cost within the Child Welfare Services Allocation. Adequate appropriation and revenue have been included in the Human Services Administrative Claim 2024-25 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Due to changes in regulations under the Continuum of Care Reform, which eliminated Group Homes and established Short-Term Residential Treatment Programs with stricter requirements, Children and Family Services (CFS) has a high number of high-risk youths currently detained in CFS regional offices awaiting placement. These youth may have high behavioral needs such as verbal and physical aggression, a history of running away, substance abuse, behaviors caused by Commercial Sexual Exploitation abuse, violent behaviors toward other children and caregivers, special health care needs, autism, destruction to property, and harm to self. Currently, these high behavioral needs youth are in the CFS regional offices 24/7 supervised by CFS staff.

On December 17, 2024 (Item No.33), the Board of Supervisors approved a contract with California Department of Social Services for a provisional license to operate the San Bernardino County Transitional Shelter (Shelter) as a licensed transitional shelter care facility located at 4070 Acre Lane in San Bernardino. The Assistant Director of CFS will be the licensed administrator of the facility.

**Contract to Provide and Manage Staffing for a Transitional Shelter for Youth Awaiting Placement
January 14, 2025**

Approval of the recommended contract will allow CFS to provide temporary housing of up to six youths solely for the County's use, with a no reject/no eject policy at the Shelter for the CFS high-risk youth. This service will assist CFS with the emergent need to temporarily shelter the youth in a licensed shelter facility that utilizes trained staff to provide necessary services for this hard-to-serve population. Services include but are not limited to food services, phone access, personal supplies and clothing as needed, medication assistance in line with Community Care Licensing regulations, youth activities, and visitation supervision as needed.

PROCUREMENT

The County Administrative Office approved and authorized the release of Request for Proposals (RFP). No. HSSA24-HSSA-5544 with the Purchasing Department on August 15, 2024, to solicit proposals from interested and qualified agencies to provide and manage staffing for a transitional shelter for youth awaiting placement through a cost reimbursement contract for a period of three years. The RFP was posted to the County's Electronic Procurement Network.

Two proposals were received by the established deadline in response to the RFP. Proposals from the two agencies listed below met the minimum requirements and continued through the evaluation process.

Proposer Name	Location
Family Assistance Program	Victorville, CA
Beloved Housing LLC	Ontario, CA

The evaluation panel, with representation from Human Services Auditing Department, reviewed and evaluated the proposals based on the criteria listed in the RFP. The criteria included qualifications and experience, technical review, cost/revenue, references, and financial review.

Based on the evaluation criteria, the evaluation panel determined that Family Assistance Program best met the needs of the County. Award and denial letter were sent to all responsible and responsive proposers on October 17, 2024. No written protests were received within the allowable period.

Purchasing supports this competitive procurement based on the formal solicitation described above.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on October 30, 2024; County Counsel (Daniella V. Hernandez, Deputy County Counsel, 387-5455) on November 14, 2024; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on November 18, 2024; Finance (John Hallen, Administrative Analyst, 388-0208) on December 19, 2024; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on December 23, 2024.

**Contract to Provide and Manage Staffing for a Transitional Shelter for
Youth Awaiting Placement
January 14, 2025**

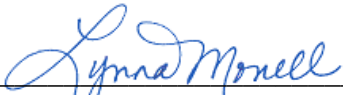
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.

Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: January 14, 2025



cc: CFS - Arriola w/agree
Contractor - c/o CFS w/agree
File - w/agree

CCM 01/23/2025