

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

March 29, 2022

FROM

TRACY REECE, Chief Probation Officer, Probation Department

SUBJECT

Amendment to Contracts for Vocational Training Program

RECOMMENDATION(S)

Approve **Amendment No. 1** to contracts with the following agencies to provide vocational training courses to adult offenders, increasing the total aggregate amount by \$450,000, from \$840,000 to \$1,290,000, and extending the contract term by three years, for a new total contract period of April 1, 2020 through March 31, 2025:

1. Career Development Solutions, LLC dba New Horizons Career Development Solutions, **Contract No. 20-109**, no change to contract amount.
2. First Institute Training and Management, Inc., **Contract No. 20-110**, increasing the contract amount by \$450,000, from \$240,000 to \$690,000.
3. Empowering Success Now dba Inland Empire Institute of Business & Technology, **Contract No. 20-111**, no change to contract amount.
4. San Bernardino Community College District, **Contract No. 20-112**, no change to contract amount.

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

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Create, Maintain and Grow Jobs and Economic Value in the County.

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

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Costs for the provision of vocational training program are funded by AB109. Adequate appropriation and revenue have been included in the Probation Department's (Department) 2021-22 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Vocational training prepares a person for the day-to-day duties of their specific trade, craft or profession. It equips a person with technical skills as opposed to theoretical knowledge only. The Department is committed to providing vocational training to adult offenders with the goal of increasing their employment opportunities, and ultimately assisting with positive reintegration into the community.

Referrals to the Vocational Training Program (Program) have been offered to adult offenders in each of the three Day Reporting Centers (DRC). The Program offers training opportunities in a

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number of service fields including, but not limited to, welding, computer office skills, industrial maintenance mechanic, machine operator, forklift operations and logistics warehousing. The training services include online, classroom and/or hands-on training, and may be located in a mobile training center near the DRCs. Each Program varies in length and is geared towards appropriate, interested adult offenders of all genders, age and socio-economic levels. The Program allows adult offenders to gain the skills necessary for certification and employment in their chosen field.

On March 10, 2020 (Item No. 38), as the result of a successful competitive procurement, the Board of Supervisors approved two-year agreements with four vendors in the aggregate amount of \$840,000 to provide vocational training services to adult offenders from April 1, 2020 to March 31, 2022, with an option to extend for one additional three-year term. Amendments to two of the agreements, First Institute Training and Management, Inc. (Contract No. 20-110) and Empowering Success Now dba Inland Empire Institute of Business & Technology (Contract No. 20-111), correct one inadvertent typographical error in the original contract term, changing the original contract term from March 1, 2020 through February 28, 2022, to April 1, 2020 through March 31, 2022.

Approval of the recommended amendments will increase the total contract amount for one of the four providers to continue providing vocational training courses. The increase to the not-to-exceed contract amount for First Institute Training and Management, Inc. is necessary due to the uneven use of services among a limited number of available providers during COVID. The Department does not anticipate total expenditure to exceed the aggregate contract allocation.

PROCUREMENT

On June 12, 2019, a Request for Proposal (RFP PROB19-PROB-3422) was released through the County's Electronic Procurement Network (ePro) to solicit qualified vendors to provide Vocational Training Services to adult offenders in various vocational fields. As a result of the competitive bid process, Probation awarded contracts to four vendors.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Jamie Ryan, Deputy County Counsel, 387-5455) on February 24, 2022; Purchasing Department (Peter Geriguis, Buyer II, 387-2573) on February 25, 2022; Finance (Kathleen Gonzalez, Administrative Analyst III, 387-5285) on March 9, 2022; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on March 10, 2022.

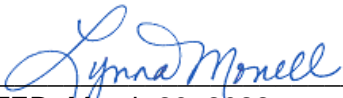
**Amendment to Contracts for Vocational Training Program
March 29, 2022**

Record of Action of the Board of Supervisors
San Bernardino County

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: March 29, 2022



cc: Probation- Altamirano w/agree
Contractor- C/O Probation w/agree
File- w/agree
LA 03/31/2022