

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

May 5, 2026

FROM

ARLENE MOLINA, Director, Preschool Services Department

SUBJECT

Competitive and Non-Competitive Purchase of Educational Materials and Equipment for Head Start and Early Head Start Classrooms

RECOMMENDATION(S)

1. Authorize the Purchasing Agent to issue competitive and non-competitive Purchase Orders for:
 - a. Sensory room furniture and supplies with Fun and Function for an amount not-to-exceed \$1,955,000.
 - b. Card access control systems for an aggregate amount not-to-exceed \$1,000,000 with the following vendors:
 - i. TRL Systems, Inc., Contract No. 24-750
 - ii. Convergent Technologies, LLC, Contract No. 24-748
 - iii. RapidFire Safety and Security, LLC, dba Troy Alarm, Inc., Contract No. 24-749
 - c. Video Management System services for an aggregate amount not-to-exceed \$1,000,000, with the following vendors:
 - i. TRL Systems, Inc., Contract No. 25-1073
 - ii. Convergent Technologies, LLC, Contract No. 25-1071
 - iii. Monarch Information Systems, LLC, Contract No. 25-1072
 - d. Refrigerators, freezers, food service-related equipment, and associated items for an aggregate amount not-to-exceed \$650,000 with the following vendors:
 - i. Good Price Restaurant Supplies
 - ii. Restaurant Equippers Inc.
 - e. Furniture and supplies for programming at seven classrooms and four outdoor play areas at three sites throughout the county, including the new Child Development Center, with the following vendors:
 - i. Community Playthings for an amount not-to-exceed \$900,000.
 - ii. Discovery Education for an amount not-to-exceed \$500,000.
 - iii. Kaplan for an amount not-to-exceed \$1,000,000.
 - iv. Lake Shore Learning Co. for an amount not-to-exceed \$2,000,000.
 - f. Four refrigerated vans or trucks from Emerald Transportation Solutions and Rush Truck Center – Whittier for a total cost not-to-exceed \$510,400 for the new food program.
 - g. Two heavy duty Ford Trucks from Fairview Ford for an amount not-to-exceed \$130,000 for the Preschool Services Department's maintenance unit.
 - h. Network equipment Invitations to Bid recommended by the County Information Technology and Support Division for the new administration building at 8163 Rochester Avenue in Rancho Cucamonga, for a total cost not-to-exceed \$500,000.

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2. Authorize the County Auditor-Controller/Treasurer/Tax Collector to post necessary budget adjustments to the 2025-26 Preschool Services Department budget as indicated in the Financial Impact section (Four votes required).

(Presenter: Arlene Molina, Director, 383-2078)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

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 purchase cost of no more than \$10,145,400 for the Preschool Services Department (PSD), of which \$9,130,860 is funded by the United States Department of Health and Human Services, Administration for Children and Families (Grantor), and \$1,014,540 is funded by the General Child Care and Development Program. PSD is requesting to reallocate partial staff vacancy savings from the salary and benefits budget to fund the increases in the following commitment items. Adequate revenue has been included in the PSD’s 2025-26 budget.

Funding Center	Commitment Item/GL	Description	Action	Amount
5910002221	51001010	Regular Salary	Decrease	\$5,145,400
5910002221	51001200	Employee Group Insurance	Decrease	\$5,000,000
5910002221	55405010	Salaries and Benefits Transfers Out	Increase	\$10,145,400
5910002220	55415013	Services and Supplies Transfers In	Increase	\$10,145,400
5910002220	52002301	Classroom Supplies	Increase	\$6,805,000
5910002220	52002125	Inventoriable Equipment	Increase	\$200,000
5910002220	52002444	Security Services	Increase	\$1,630,000
5910002220	54404040	Equipment	Increase	\$500,000
5910002220	54504050	Vehicles	Increase	\$640,400

BACKGROUND INFORMATION

PSD operates the federally funded Head Start and Early Head Start programs (collectively programs) in locations throughout the county. Since 1999, PSD has operated these programs through a combination of direct and contracted services. The programs provide education, health, cognitive, social/emotional, physical growth and development, and parent-involvement services for children ages zero to five years with the overall goal of increasing the school readiness of young children in economically disadvantaged families.

As part of ongoing program monitoring and continuous quality improvement efforts, PSD has identified the need to enhance classroom environments, expand access to developmentally appropriate instructional and sensory materials, upgrade food service equipment, and improve site safety and security. These needs are driven by the Head Start Performance Standard (45 Code of Federal Regulations 1302.102), program assessments, and operational requirements across multiple PSD sites.

Approval of this item will allow PSD to procure classroom furniture and supplies, sensory room equipment, outdoor play materials, food service appliances, and security enhancements, including access control systems. These purchases will support programming at new and

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existing classrooms and outdoor learning environments countywide and will ensure facilities remain safe, functional, and conducive to high-quality early childhood education services.

On August 6, 2024 (Item No. 46), the Board of Supervisors (Board) approved the following contracts through the Purchasing Department (Purchasing): Contract No. 24-748 with Convergent Technologies, LLC, Contract No. 24-749 with RapidFire Safety & Security dba Troy Alarm, Inc., and Contract No. 24-750 with TRL Systems, Inc. for card access control system services and products throughout the county, at fixed rates, for the period of August 6, 2024 through August 5, 2029.

On December 16, 2025 (Item No. 88), the Board approved the following contracts through Purchasing: Contract No. 25-10701 with Convergent Technologies, LLC, Contract No. 25-1072 with Monarch Information Systems LLC, and Contract No. 25-1073 with TRL Systems, Inc. for Video Management System software, services, license, and equipment throughout the county, at fixed rates, for the period of December 16, 2025 through November 17, 2030.

Due to funding timelines and the need to expend funds within required deadlines, PSD is requesting approval for the Purchasing Agent to issue competitive and non-competitive purchase orders (POs) and authorize the County Auditor-Controller/Treasurer/Tax Collector to post necessary budget adjustments to the PSD 2025-26 budget. This approval will allow PSD to proceed with necessary purchases to ensure timely implementation and avoid loss of available funding. Funds not obligated within the required timelines may be subject to de-obligation and return to the Grantor.

PROCUREMENT

PSD is requesting approval to issue competitive and non-competitive POs to multiple vendors for classroom furnishings, educational materials, food service equipment, and security enhancements. Non-competitive procurement is necessary due to the specialized and proprietary nature of the products and services, as well as the need to maintain continuity of existing services and systems; therefore, a formal solicitation would not allow for timely obligation of funds or efficient continuation of services. Several recommended vendors provide proprietary or specialized products that are not available through other sources.

Fun and Function is the only vendor capable of supplying and installing materials for 21 sensory rooms throughout the county within the projected timeframe needed. A delay in procurement would postpone room availability and disrupt services.

Good Price Restaurant Supplies and Restaurant Equippers Inc. were procured via an informal three vendor quotes process to provide refrigerators, freezers, and other food service-related equipment.

Community Playthings was selected due to its proprietary outdoor furniture treatment process, which provides enhanced durability and safety that is not available through other vendors.

Discovery Education is the sole authorized distributor of Teaching Pyramid materials in California through WestEd, and equivalent products are not available.

Kaplan and Lake Shore Learning Co. distribute specialized infant and toddler learning products designed specifically for infant care in a commercial setting. Due to the nature of these

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products, and the need to ensure timely procurement, Kaplan and Lake Shore are the only two vendors capable of meeting specifications and time constraints for delivery.

Emerald Transportation Solutions and Rush Truck Center – Whittier were procured through an informal solicitation via three vendor quotes to provide four refrigerated vans or trucks.

Fairview Ford was procured utilizing a formal Invitation to Bid (ITB) No. VHS125-CFMAI-5954 through the County Fleet Management Department.

Formal ITBs, No. PSSD26-ADMIN-6354 for network servers and ITB No. PSSD26-ADMIN-6356 for Cisco Chassis Switches issued by the County Information Technology and Support Division, were used to procure vendors for network equipment for the new administration building located at 8163 Rochester Avenue in Rancho Cucamonga.

The recommended security vendors were selected through Request for Proposal (RFP) No. AGENCY24-PURC-5265 for card access control systems and RFP No. AGENCY25-PURC-5790 for Video Management System services. The related enhancements are necessary to improve site safety and security for 30 site locations and administration building. All four vendors were selected through a competitive solicitation conducted by Purchasing.

County Policy 11-04, Procurement of Goods, Supplies, Equipment, and Services, requires Board approval for non-competitive purchases exceeding \$200,000 annually. Approval of this item will allow PSD to proceed with the recommended purchases in compliance with County policy and within required funding timelines. PSD will follow the Public Contract Code as applicable and in consultation with the Project and Facilities Management Department.

REVIEW BY OTHERS

This item has been reviewed by Purchasing (Jessica Barajas, Supervising Buyer, 387-2065) on April 16, 2026; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on April 21, 2026; Auditor-Controller/Treasurer/Tax Collector (Yusuf Singleton, Auditor Controller Manager, 382-7022) on April 20, 2026; and County Finance and Administration (Allegra Pajot, Administrative Analyst, 386-0218) on April 22, 2026.

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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: May 5, 2026



cc: File - Preschool Services Department
MBA 05/7/2026