

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

June 8, 2021

**FROM**

**TRACY REECE, Chief Probation Officer, Probation Department**

**SUBJECT**

Amendment to Contract with Citadel Community Development Corporation for Temporary/Transitional Housing Services to Adult Offenders

**RECOMMENDATION(S)**

Approve **Amendment No. 1 to Contract No. 17-482** with Citadel Community Development Corporation for the provision of temporary/transitional housing services to adult offenders, increasing the contract amount by \$300,000 from \$343,100 to \$643,100, with no change to the contract term of July 1, 2017 through June 30, 2022.

(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**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Temporary/transitional housing services are funded with 2011 Realignment (AB 109) revenue. Adequate appropriation and revenue is included in Probation's (Department) 2020-21 budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

Since 2013, the Department has contracted to provide temporary/transitional housing services for adult offenders under its supervision. The services are available in all geographic regions of the County and provide resources that cater to multiple levels of offenders, as the Department believes that a structured housing arrangement is conducive to successful rehabilitation and transition to productive life.

On June 27, 2017 (Item No. 38), the Board of Supervisors approved contracts with twelve housing providers in the total amount of \$15,947,690 for temporary/transitional housing services to adult offenders for the period of July 1, 2017 through June 30, 2022, including Contract No. 17-482 with Citadel Community Development Corporation (Citadel). The contracts include annual maximum amounts per provider. However, full utilization of the contracts is contingent upon successful referral of clients based on minimum requirements specific to each facility and availability of beds.

Citadel is one of three vendors currently contracted to provide housing for high-risk and hard-to-place adult sex offenders. The Department competes with other County departments for a

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limited number of beds at these facilities. Citadel, being the largest of the three facilities, is the most utilized. The recent difficulties of job placements, economic downturn, and the COVID-19 pandemic has resulted in longer stays at the Citadel facility by Probation clients, exhausting the contract at a faster rate than projected.

**PROCUREMENT**

On November 30, 2016, a Request for Proposals (RFP PROB17-PROB-2315) was released through the County's Electronic Procurement Network (ePro) to solicit qualified agencies to provide temporary/transitional housing to adult offenders. As a result of the competitive bid process, the Department awarded contracts to 12 agencies.

The Department will begin a new competitive procurement process for temporary/transitional housing services in July 2021.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Jamie Ryan, Deputy County Counsel, 387-3088) on April 20, 2021; Purchasing Department (Bruce Cole, Supervising Buyer, 387-2070) on April 28, 2021; Finance (Carolina Mendoza, Administrative Analyst, 387-0294) on May 5, 2021; and County Finance and Administration (Kelly Welty, Deputy Executive Officer, 387-5423) on May 10, 2021.

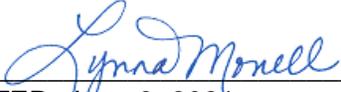
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Record of Action of the Board of Supervisors  
County of San Bernardino

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: June 8, 2021



cc: Probation- Altamirano w/agree  
Contractor- C/O Probation w/ agree  
File-w/agree  
LA 06/14/2021