

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

December 19, 2023

FROM

JEANY ZEPEDA, Director, Children and Family Services

SUBJECT

Amendment to Contracts for Tutoring Services for Children and Family Services Youth

RECOMMENDATION(S)

Approve **Amendment No. 1** to contracts with the following agencies to provide Tutoring Services to Children and Family Services youth, updating standard contract language, increasing the aggregate not to exceed amount by \$350,000, from \$525,000 to \$875,000, and extending the contract term for two years, for a total contract period of July 1, 2021 through June 30, 2026:

1. One on One Learning Corp., **Contract No. 21-488.**
2. Professional Tutors of America, Inc., **Contract No. 21-489.**
3. Studentnest, Inc., **Contract No. 21-490.**
4. Thrive Academics, Inc., **Contract No. 21-491.**

(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 require additional Discretionary General Funding (Net County Cost). The total cost will not exceed an aggregate amount of \$875,000 and is 100% funded with County local share, which is a combination of local funding and Net County Cost. Adequate appropriation and revenue have been included in the Human Services Administrative Claim 2023-24 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Children and Family Services (CFS) administers programs designed to prevent and treat child abuse and neglect through family-centered programs created to strengthen and preserve families and ensure San Bernardino county children have access to safe and permanent homes. Children in foster care may also have greater educational needs. California regulations require Juvenile Courts to determine foster youth's educational needs, identify a plan for meeting those needs, and review reports regarding those needs from CFS. The tutoring services program is designed to increase the academic success of foster youth placed under the care and supervision of CFS by the Juvenile Court. CFS has contracted for tutoring services since 2008.

**Amendment to Contracts for Tutoring Services for Children and Family
Services Youth
December 19, 2023**

The contract amendments include the addition of County standard language requiring campaign contribution disclosures pursuant to Senate Bill 1439 and ensure Contractor compliance with Executive Order N-6-22. Each contract is written with an aggregate not to exceed amount of \$875,000 for the five-year contract period. Combined spending will not exceed \$175,000 annually. The contracts were written in this manner to establish a Board of Supervisors (Board) approved list of qualified vendors and allow CFS the flexibility of selecting the vendor that best meets County and client service 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 with or without cause, with 30-days written notice to the contractor. County staff will monitor contractor invoices at both the individual and aggregate levels to ensure total payments do not exceed the authorized amounts.

On June 22, 2021 (Item No. 31), as the result of a formal procurement, the Board approved four contracts to provide Tutoring Services, in an amount not to exceed \$525,000, for the period of July 1, 2021 through June 30, 2024, with two one-year extension options by mutual agreement of the parties.

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

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on August 24, 2023; County Counsel (Kaleigh Ragon, Deputy County Counsel, 387-5455) on November 2, 2023; Finance (John Hallen, Administrative Analyst, 388-0208) on November 30, 2023; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on December 4, 2023.

**Amendment to Contracts for Tutoring Services for Children and Family
Services Youth
December 19, 2023**

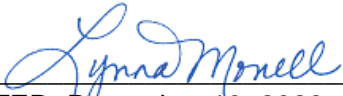
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Col. Paul Cook (Ret.)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: December 19, 2023



cc: CFS - Figueroa w/agrees
Contractor c/o CFS w/agrees
File - w/agrees

MA 01/4/2024