

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

March 28, 2023

FROM

JACQUELYN GREENE, Director, Preschool Services Department

SUBJECT

Amendment to Contract with Mendes Training and Consulting, Inc. for Training and Wellness and Crisis Response Consulting Services

RECOMMENDATION(S)

Approve **Amendment No.1 to Contract No. 22-246** with Mendes Training and Consulting, Inc., to provide training and wellness and crisis response consulting services, with no change to the contract amount of \$206,000, and extending the contract for three months, for a total contract period of April 1, 2022 through June 30, 2023.

(Presenter: Jacquelyn Greene, Director, 383-2005)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

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 contract amount of \$206,000 is funded by the United States Department of Health and Human Services, Administration for Children and Families grant funds. Adequate appropriation and revenue have been included in the Preschool Services Department (PSD) 2022-23 budget

BACKGROUND INFORMATION

PSD operates the Early Head Start, Early Head Start-Child Care Partnership, Head Start, General Child Care and Development (CCTR), and State Preschool programs. These programs provide education, health, nutrition, cognitive, social/emotional, physical growth and development, and parent involvement services for children ages 0 to 5 with the overall goal of increasing family engagement and the school readiness of young children in economically disadvantaged families.

As of March 2020, the Office of Head Start placed a strong focus on agencies that provide services to children and families' staff health and wellness, including training and development of self-care, crisis response, and disaster preparedness. Mendes Training and Consulting, Inc. (Mendes) provides training on resiliency during crisis and emotional intelligence in early education settings using self-care approaches and coaching strategies.

During the original contract period, Mendes provided a keynote speaker for PSD's annual Pre-service event, two training sessions at the annual In-service training event, and 48 training sessions to PSD staff. The recommended amendment will allow Mendes to continue providing

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March 28, 2023**

trainings for the next three months to PSD management and teaching staff to adhere to Office of Head Start requirements, which improve PSD employee job performance and satisfaction.

Mendes' performance will be monitored by review of monthly reports to ensure compliance with the administrative, fiscal, and program requirements of the contract. Mendes will cooperate with the County in the monitoring and evaluation of this contract and comply with all established reporting requirements. The contract may be terminated without cause by the County with 30 days written notice.

PROCUREMENT

On March 29, 2022 (Item No 33), the Board of Supervisors approved the non-competitive Contract No. 22-246 with Mendes, to provide training and consulting services in the amount of \$206,000 for the period of April 1, 2022 through March 31, 2023.

The Purchasing department approved PSD selection and supported the non-competitive procurement of the services from Mendes based on specialized expertise and the only available vendor at the time. Mendes was the only vendor with the wellness skillset willing to work virtually and face to face during the COVID-19 pandemic. Mendes has also provided coaching methods to multiple Counties' early education programs and combines leadership training with the early education environment coaching strategies.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on February 23, 2023; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on February 23, 2023; Finance (Paul Garcia, Administrative Analyst, 386-8392) on March 13, 2023; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on March 13, 2023.

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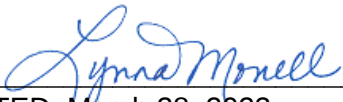
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: March 28, 2023



cc: PSD - Gitonga w/agree
Contractor - C/O PSD w/agree
File - w/agree

CCM 03/31/2023