

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

June 25, 2024

**FROM**

**SHANNON D. DICUS, Sheriff/Coroner/Public Administrator**

**SUBJECT**

Contract with Nancy K. Bohl dba, The Counseling Team International for Psychological Services.

**RECOMMENDATION(S)**

Approve **Contract No. 24-578** with Nancy K. Bohl dba, The Counseling Team International, for the provision of psychological services, in the total aggregate amount of \$1,677,000, for the period of July 1, 2024 through June 30, 2027, with the option to extend the term by one additional two-year period, or two additional one-year periods.

(Presenter: Kelly Welty, Chief Deputy Director, 387-3760)

**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**

Approval of this item will not result in the use of additional Discretionary General Funding (Net County Cost). Sufficient appropriation and revenue are included in the 2024-25 budgets for the departments listed below and will be included in future budgets as follows:

<b>Fiscal Year</b>	<b>Sheriff/Coroner/ Public Admin.</b>	<b>Probation</b>	<b>Fire</b>	<b>Human Resources</b>	<b>District Attorney</b>	<b>Total</b>
2024-25	\$300,000	\$100,000	\$80,000	\$25,000	\$38,000	\$543,000
2025-26	\$300,000	\$103,000	\$90,000	\$25,000	\$42,000	\$560,000
2026-27	\$300,000	\$107,000	\$100,000	\$25,000	\$42,000	\$574,000
<b>Total</b>	<b>\$900,000</b>	<b>\$310,000</b>	<b>\$270,000</b>	<b>\$75,000</b>	<b>\$122,000</b>	<b>\$1,677,000</b>

**BACKGROUND INFORMATION**

The contract with the Counseling Team International (TCTI) provides psychological services to the County departments indicated above related to pre-employment screenings, critical incident stress debriefings, and 24-hour trauma intervention. In addition, TCTI provides counseling services for employees and eligible dependents of the Sheriff/Coroner/Public Administrator (Sheriff), and training and support to the Peer Support Team and supervisors, hostage/barricade negotiation incident support, fitness for duty examinations, and training for the Sheriff's Training Academy.

**Contract with Nancy K. Bohl dba, The Counseling Team International for  
Psychological Services.  
June 25, 2024**

Approval of this item will provide psychological services to the listed County departments for the period of July 1, 2024 through June 30, 2027, with the option to extend the contract term by one additional two-year period or two additional one-year periods.

**PROCUREMENT**

On April 9, 2024, Request for Proposals (RFP) No. SHR124-ADMSR-5262 was approved and released through San Bernardino County's electronic Procurement Network (ePro) for the provision of psychological services. The RFP was posted for 24 days, and 367 registered vendors were contacted via email notifications; Nancy K. Bohl dba, The Counseling Team International was the only vendor to submit a proposal.

An evaluation committee consisting of departmental representatives from Sheriff, Probation, San Bernardino County Fire Protection District, Human Resources, and the District Attorney's Office evaluated the proposal. The evaluation was based on the Proposer's qualifications and experience, financial statements, professional references, and proposed fees. As a result, TCTI is recommended for contract award having demonstrated the ability to best meets the needs of the County. No protests or appeals were received. Either party may terminate the contract upon 30-days advanced written notice.

County Policy 11-04 requires approval from the Board of Supervisors for all contracts for services that exceed \$200,000 in aggregate cost per scope of service, per vendor, per department.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Grace B. Parsons, Deputy County Counsel, 387-5455) on June 5, 2024; Purchasing (Jason Cloninger, Lead Buyer, 387-0321) on June 3, 2024; Finance (Erika Rodarte, Administrative Analyst, 387-4919) on June 7, 2024; and County Finance and Administration (Robert Saldana, Deputy Executive Officer, 387-5423) on June 9, 2024.

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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: June 25, 2024



cc: Sheriff - Welty w/ agree  
Contractor c/o Sheriff w/ agree  
File w/ agree  
JLL 07/10/2024