

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

June 11, 2024

**FROM**

**JACQUELYN GREENE, Director, Preschool Services Department**

**SUBJECT**

Amendment to Contract with First Student, Inc. for Transportation Services for Head Start and State Preschool Programs

**RECOMMENDATION(S)**

Approve **Amendment No. 1 to Contract No. 23-666** with First Student, Inc. for transportation services for the Head Start and State Preschool Programs, updating the language to include instructions for storage and use of rescue and other medications on the buses, with no change to the contract amount of \$1,242,265 or contract period of July 1, 2023 through June 30, 2026. (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 \$1,242,265 is 90% (\$1,118,039) federally funded by the United States Department of Health and Human Services, Administration for Children and Families and 10% (\$124,226) funded by the California Department of Education. Adequate appropriation and revenue have been included in the Preschool Services Department's (PSD) 2024-25 Recommended Budget and will be included in future recommended budgets.

**BACKGROUND INFORMATION**

PSD operates the Head Start, Early Head Start, Early Head Start-Child Care Partnership, General Child Care and Development, 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 goal of increasing family engagement and the school readiness of young children in economically disadvantaged families. Head Start and State Preschool programs have been operating in the county since 1965. Since 1999, PSD has provided these programs through a combination of direct and contracted services.

PSD provides transportation services to eligible children enrolled in the Head Start and State Preschool programs through contracted bus companies in locations where lack of transportation has been a barrier to potential students' enrollment and regular attendance in these programs. The recommended amendment will provide clarified instruction regarding the existing regulation for the transport, storage and administration of rescue and other medication that may be needed in an emergency with students during transport between the preschool site and their homes.

**Amendment to Contract with First Student, Inc. for Transportation Services for Head Start and State Preschool Programs  
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On June 27, 2023 (Item No. 75), the Board of Supervisors approved Contract No. 23-666 with First Student, Inc. (First Student) to provide transportation services for children enrolled in the Head Start and State Preschool Programs, in the amount of \$1,242,265, for the period of July 1, 2023 through June 30, 2026.

First Student's performance will be monitored by review of monthly reports to ensure compliance with the administrative, fiscal, and program requirements of the contract. First Student will cooperate with the County in the monitoring and evaluation of these contracts and comply with all established reporting requirements. PSD will review invoices and all requested supporting documentation remitted by the contractor prior to payment. The contract may be terminated without cause by the County with 30 days' written notice.

**PROCUREMENT**

N/A

**REVIEW BY OTHERS**

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on April 25, 2024; County Counsel (Adam Ebright, Deputy County Counsel, 387-5455) on May 6, 2024; Finance (Paul Garcia, Administrative Analyst III, 386-8392) on May 20, 2024; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on May 23, 2024.

**Amendment to Contract with First Student, Inc. for Transportation  
Services for Head Start and State Preschool Programs  
June 11, 2024**

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: June 11, 2024



cc: PSD - Petersen w/ agree  
Contractor c/o PSD w/ agree  
File w/ agree  
JLL 06/26/2024