

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

February 8, 2022

FROM

JEANY ZEPEDA, Interim Director, Children and Family Services

SUBJECT

Amendment to Contract with Family Assistance Program for Temporary Shelter Services

RECOMMENDATION(S)

Approve **Amendment No. 5**, effective February 8, 2022, to **Contract No. 21-744** with Family Assistance Program for Temporary Shelter Services, updating the Scope of Work, and decreasing the contract amount by \$615,000, from \$1,200,000 to \$585,000, with no change to the contract period of January 1, 2019 through December 31, 2023.

(Presenter: Jeany Zepeda, Interim Director, 387-2792)

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 for temporary shelter services is on a fee-for-service basis and funded by Realignment 2011. The decrease of \$615,000 to Contract No. 21-744 with Family Assistance Program (FAP) will offset costs associated with FAP's proposed County Only Temporary Shelter Services contract that is being presented as a companion item to the Board of Supervisors (Board) for approval. Adequate appropriation and revenue have been included in the Human Services Administrative Claim 2021-22 budget and will be included in future recommended budgets.

BACKGROUND INFORMATION

Children and Family Services (CFS) utilizes contracted services for temporary shelter services to assist the department with youth that have been removed from their home and are awaiting placement. The youth ranging from ages 11 through 17 may have high behavioral needs. The recommended amendment will decrease the amount of FAP's Contract No. 21-744 by \$615,000 and reduce the scope of work of the contracted services. The reduction is possible because CFS is presenting a companion item for Board approval of a new contract with FAP that contains 'no reject/no eject' terms and conditions for a 12 bed facility at FAP's Our House shelter facility in Mentone, which will reduce the occupancy need under Contract No. 21-744. Upon approval of Amendment No. 5 to the existing contract, FAP's My Place facility located in Victorville will only be utilized for youth shelter beds services during after-hours, in inclement weather and when shelter beds are not available at FAP's Our House shelter facility.

Contractor performance will be monitored by review of monthly reports and a regular site visit to ensure compliance with the administrative, program, and fiscal terms and conditions of the contract. Contractor will cooperate with County in the implementation, monitoring and evaluation

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of this Contract and comply with any and all reporting requirements established by this Contract. Contractor charges must be for services provided to eligible beneficiaries under this funded program. Children and Family Services Budget and Administrative Services will review the invoice and attachments remitted by the Contractor prior to payment. The County reserves the right to request additional program and/or fiscal reports to facilitate this monthly review. The term of this contract amendment is approximately two years. The contract may be terminated without cause by the County with 30 days written notice.

PROCUREMENT

On December 20, 2018, as the result of the formal procurement, Purchasing approved Contract No. 4400010594 with Family Assistance Program, in the amount of \$100,000, for the contract period of January 1, 2019 through December 31, 2022.

On December 15, 2019, Purchasing approved Amendment No. 1 to the contract, increasing the contract amount by \$25,000, from \$100,000 to \$125,000, with no change to the contract period.

On January 1, 2020, Purchasing approved Amendment No. 2 to the contract, increasing the contract amount by \$200,000, from \$125,000 to \$325,000, with no change to the contract term.

On October 1, 2020, Purchasing approved Amendment No. 3 to the contract, increasing the contract amount by \$475,000, (maximum \$200,000 annually) from \$325,000 to \$800,000, with no change to the contract term

On October 5, 2021 (Item No. 19), the Board approved Amendment No. 4 to the contract (currently Contract No. 21-744, formerly Contract No. 4400010594), increasing the contract amount by \$400,000, from \$800,000 to \$1,200,000 and extending the contract term through December 31, 2023.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Patty Steven, Contracts Manager, 388-0241) on January 6, 2022; County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on January 10, 2022; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on January 11, 2022; Finance (John Hallen, Administrative Analyst, 388-0208) on January 24, 2022; and County Finance and Administration (Cheryl Adams, Deputy Executive Officer, 388-0238) on January 24, 2022.

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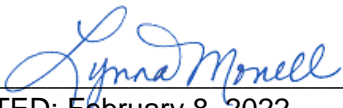
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Dawn Rowe

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

Lynna Monell, CLERK OF THE BOARD

BY _____
DATED: February 8, 2022



cc: CFS- Bussard w/agree
Contractor- C/O CFS w/agree
File- w/agree
LA 02/10/2022