

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

October 5, 2021

FROM

MARLENE HAGEN, Director, Children and Family Services

SUBJECT

Amendment to Contract with Family Assistance Program for Temporary Shelter Services

RECOMMENDATION(S)

Approve **Amendment No. 4**, effective October 5, 2021, to **Contract No. 21-744** (4400010594) with Family Assistance Program for temporary shelter services, increasing the contract amount by \$400,000, from \$800,000 to \$1,200,000, and exercising the option to extend the contract period by one year, for the total contract period of January 1, 2019 through December 31, 2023. (Presenter: Jonathan Byers, Assistant 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 impact Discretionary General Funding (Net County Cost). The contract for temporary shelter services is on a fee-for-services basis. The increase of \$400,000, for a total amount not to exceed \$1,200,000 for the contract term, will be funded 100% by Realignment 2011. Adequate appropriation and revenue have been included in the Human Services Administrative Claim 2021-22 budget and will be included in the 2022-23 recommended budget.

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. These youth ranging from ages 11 through 17 may have high behavioral needs. This service provides temporary shelter to youth while awaiting placement. The recommended amendment will increase the contract by \$400,000 and extend the term through December 31, 2023 as Family Assistance Program can now accept additional youth for the provision of shelter care services. The annual increase is necessary in order to meet an increased need for temporary shelter services to youth in CFS' care allowing more youth to be temporarily housed.

This contract may be terminated by the County without cause upon 30-day prior written notice. Contractor performance will continue to be measured by review of monthly invoices and written reports to ensure compliance with the administrative, fiscal, and program elements of the contract.

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PROCUREMENT

On December 20, 2018, as the result of the formal procurement, the Purchasing Agent approved Contract No. 4400010594 with Family Assistance Program, in the total amount of \$100,000, for the contract period of January 1, 2019 through December 31, 2022. Amendment No. 1 to this Contract was approved by the Purchasing Agent effective December 15, 2019, increasing the contract amount by \$25,000 to a new total of \$125,000, with no change to the contract period. Amendment No. 2 to this Contract was approved by the Purchasing Agent effective January 1, 2020, increasing the contract amount by \$200,000 to a new total of \$325,000, with no change to the contract term. Amendment No. 3 to this Contract was approved by the Purchasing Agent effective October 1, 2020, increasing the contract amount by \$475,000 to a new total of \$800,000, with no change to the contract term.

Per County Policy No. 11-04, the Purchasing Agent may approve the competitive and non-competitive purchase of services where the annual aggregate cost, per scope of services, per vendor, per agency, department, or Board-governed Special District does not exceed the amount authorized by Government Code section 25502.5 (currently \$200,000). Any contract exceeding that amount during a single annual period must be approved by the Board of Supervisors.

REVIEW BY OTHERS

This item has been reviewed by Human Services Contracts (Becky Giroux, Contracts Manager, 388-0241) on August 27, 2021; County Counsel (Julie Surber, Principal Assistant County Counsel, 387-5455) on August 30, 2021; Purchasing (Bruce Cole, Supervising Buyer, 387-2148) on August 31, 2021; Finance (John Hallen, Administrative Analyst, 388-0208) on August 31, 2021; and County Finance and Administration (Tanya Bratton, Deputy Executive Officer, 388-0332) on August 31, 2021.

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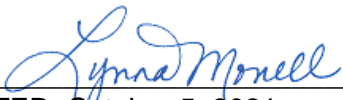
Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Col. Paul Cook (Ret.)

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

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: October 5, 2021



cc: CFS- Bussard w/agree
Contractor- C/O CFS w/agree
File- w/agree
LA 10/12/2021