

**SUBMITTAL TO THE RIVERSIDE COUNTY
IN-HOME SUPPORTIVE SERVICES PUBLIC AUTHORITY
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

756



FROM: Dept. of Public Social Services

SUBMITTAL DATE:
April 26, 2004

SUBJECT: Agreement # PA1676-00 with USA-FACT Inc.

RECOMMENDED MOTION: That the In-Home Supportive Services Public Authority (IHSS PA) approves and:

1. Authorizes the Chairman of the Board to sign the attached Agreement #PA1676-00 between the In-Home Supportive Services Public Authority (IHSS PA) and USA-FACT Inc. to provide the Independent Provider Background Screening Services for IHSS PA Independent Providers for the period of May 4, 2004 through June 30, 2005 for an amount not to exceed \$183,000;
2. Authorizes the Purchasing Agent to sign any ministerial amendments not to exceed \$183,000 annually and exercise renewal options for years 2 and 3; and
3. Authorizes the Director of DPSS to administer the agreement.

Purchasing: *[Signature]*
157. Director

Departmental Concurrence

[Signature]
Dennis J. Boyle, Director

(Continued – 2 pages in total)

| | | | | |
|-----------------------|-------------------------------|-----------|-------------------------|-------|
| FINANCIAL DATA | Current F.Y. Total Cost: | \$ 57,750 | In Current Year Budget: | YES |
| | Current F.Y. Net County Cost: | \$ 37,538 | Budget Adjustment: | NO |
| | Annual Net County Cost: | \$ 81,413 | For Fiscal Year: | 03/04 |

| | | |
|--|----------------------------------|--------------------------|
| SOURCE OF FUNDS: 35% Federal, 65% County Funds | Positions To Be Deleted Per A-30 | <input type="checkbox"/> |
| | Requires 4/5 Vote | <input type="checkbox"/> |

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

[Signature: Dan Martin]

- Dep't Recomm.: Consent Policy
- Per Exec. Ofc.: Consent Policy

2004 APR -5 PM 3:58
 COUNTY OF RIVERSIDE
 OFFICE OF THE CLERK
 157.

Prev. Agn. Ref.: | **District:** All | **Agenda Number:**

**ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD**

7.1

FROM: Dept. of Public Social Services

DATE: April 26, 2004

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PAGE: 2

BACKGROUND: continued

On January 27, 2004 In-Home Supportive Services Public Authority (IHSS PA) installed registry software. This software is a system to record prospective IHSS Independent Providers (IP) who are suitable to work with IHSS Consumers. Both AB1682 and County Ordinance 819 require the IHSS PA to investigate the qualifications and background of potential IHSS IP's listed in the registry.

On February 26, 2004 the Purchasing Department issued a Request for Proposal (RFP) for the Independent Provider Background Screening Services (Personal History Investigation) nationwide for IHSS PA. Six proposals were received and evaluated by staff from IHSS PA and DPSS. USA-FACT Inc. was found to be the most responsible and responsive bidder and IHSS PA is recommending that a contract be awarded to USA-FACT Inc.

USA-FACT Inc. was incorporated 17 years ago, and is an Internet-based applicant screening company. Their Internet-based system has various levels of security protection that allows IHSS PA personnel instant internet access to USA-FACT reports 24 hours per day and seven days per week. These reports would be used to determine a prospective IHSS IP's suitability to register with the Riverside County IHSS PA Registry.

USA-FACT Inc. is a current vendor of Riverside County and has a similar current contract with Riverside County Department of Human Resources.

FINANCIAL DATA: Total amount of the agreement for the period of May 4, 2004 through June 30, 2005 is \$183,000. \$125,250 will be expended in FY04/05.

CONCUR/EXECUTE: County Counsel
Purchasing

DJB:SL:tal