

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

573



**FROM:** Department of Public Social Services-  
Department of Community Action (DPSS-DCA)

**SUBMITTAL DATE:**  
5/24/05

**SUBJECT:** Approval of Multi-Year Independent Contractor Agreements to Provide Weatherization Services With Community Action Partnership of San Bernardino County and Winegard Energy, Inc.

**RECOMMENDED MOTION:** That the Board of Supervisors:

- 1) Approves and authorizes the Chairman of the Board to sign the attached Independent Contractor agreements listed below in an aggregate amount not to exceed \$1,500,000 annually:
  - Community Action Partnership of San Bernardino County; and
  - Winegard Energy, Inc.
- 2) Authorize the Purchasing Agent to sign amendments and exercise the option to renew annually for up to two (2) additional one-year periods for a total of three years;
- 3) Authorize the Director of Community Action to administer the Agreements.

Departmental Concurrence

Purchasing: *M. Carson*  
Director

(CONTINUED – 3 Pages in total)

*Lois J. Carson*

Lois J. Carson, Executive Director  
Department of Community Action

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 72,585	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	FY 04/05

<b>SOURCE OF FUNDS:</b> Federal Funds and Southern California Gas	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**

*Dan Martin*

- Policy
- Policy
- Consent
- Consent
- ep't Recomm.:
- er Exec. Ofc.:

Previous AGREEMENTS FILED WITH THE CLERK OF THE BOARD | District: | Agenda Number:

3.34

**FROM:** DPSS-Department of Community Action

**DATE:** 5/24/05

**SUBJECT:** Approval of Multi-Year Independent Contractor  
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**BACKGROUND:**

The Department of Public Social Services-Department of Community Action (DPSS-DCA) administers energy and weatherization programs that assist low-income families residing in Riverside County. These services include assistance with utility payments, consumer education, comprehensive weatherization and no cost building rehabilitation services. The various funding sources allocate monies for these energy/weatherization programs in increments throughout the fiscal year. In response to the energy crisis in California and its impact on low-income residents in Riverside County, DPSS-DCA is requesting the Board authorize the Purchasing Agent to execute contracts to expedite the distribution of weatherization funds as they become available and approved. DPSS-DCA also requests that the Board authorize the Purchasing Agent to amend the distribution schedule if any vendor is unable to complete their portion of the work, or if work is deemed unsatisfactory.

On November 15, 2004 the Department of Public Social Services-Contracts Administration Unit (DPSS-CAU) and Department of Community Action in conjunction with County Purchasing issued a formal Request for Proposal (RFP) to solicit proposals for Home Weatherization and Repair Services. Request for Proposals were sent to over 200 potential vendors and advertised on the Internet. Five (5) proposals were received with all being responsive.

An Evaluation Committee was formed consisting of two DCA Commissioners, a DCA Community Program Specialist, a CAU Staff Analyst and a CAU Social Service Planner. The Evaluation Committee met on January 10, 2005 to score and recommend organizations for funding based on the following pre-selected criteria:

1. Overall Responsiveness to RFP Requirements
2. Prior/Current Experience
3. Ability to Perform Multiple Measures
4. Geographical Service Area
5. Standard Lead Time
6. Warranty (Materials & Workmanship)
7. Local Preference

Price Reasonable was not a factor in this RFP. Therefore, cost analysis was not listed as one of the pre-selected criteria. DPSS-DCA developed Reimbursement Schedules (Attachment A and B) by interviewing past weatherization subcontractors, appliance vendors and State inspectors. The seven pre-selected criteria listed above were used to establish qualifications for the proposers.

There was a consensus by the Evaluation Committee to recommend the Community Action Partnership of San Bernardino County (CAP-SBC) and Winegard Energy, Inc. for approval and funding.

As a result of the competitive bid processes, funding shall be distributed equally among the contracted vendors as funding becomes available.

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CAP-SBC is a non-profit, stand-alone organization and is not a County of San Bernardino entity.

DPSS-CAU and County Purchasing is presently negotiating contract terms and conditions to possibly include an additional contractor as approved by the Weatherization Evaluation Team.

**FINANCIAL IMPACT:** The funding for these agreements is supplied by Low Income Home Energy Assistance Program (LIHEAP), Department of Energy (DOE) and Southern California Gas Company (SCG). LIHEAP and SCG have previously been approved by the Board of Supervisors. DOE has been submitted to the Board for approval on May 24, 2005. \$72,585 is anticipated to be expended in FY 04/05 and the balance is anticipated to be expended in FY 05/06. No County General Funds will be required.

**ATTACHMENTS:** (1) CAP-SBC Agreement (3 Copies)  
(2) Winegard Energy Agreement (3 Copies)

**CONCUR/EXECUTE:** County Counsel  
Auditor-Controller

MINUTES OF THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



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On motion of Supervisor Stone, seconded by Supervisor Tavaglione and duly carried, IT WAS ORDERED that the recommendation from the Department of Public Social Services/Community Action regarding the Approval of Multi-Year Independent Contractor Agreements to Provide Weatherization Services with Community Action Partnership of San Bernardino County and Winegard Energy, Inc., is continued to Tuesday, June 7, 2005.

Roll Call:

Ayes: Buster, Tavaglione, Stone and Ashley  
Nays: None  
Absent: Wilson

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on  
May 24, 2005 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors

Dated: May 24, 2005  
Nancy Romero, Clerk of the Board of Supervisors, in  
and for the County of Riverside, State of California.

(seal)

By: *Sand Schlemmer* Deputy

AGENDA NO.  
3.35

xc: DPSS/DCA, COB  
*nr*