

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

343



FROM: Department of Public Social Services

SUBMITTAL DATE:

4/11/2006

SUBJECT: Agreement with Professional Tutors of America

RECOMMENDED MOTION: That the Board of Supervisors receive and file the follow-up report regarding the contract between Riverside County's Department of Public Social Services (DPSS) and Professional Tutors of America.

BACKGROUND: On March 21, 2006, Agenda Item 3.16, your Board approved an agreement between Professional Tutors of America and DPSS. During review of this item, your Board requested additional information regarding the selection process, the respondents to the RFP, the services being offered and comparable rates for tutoring services.

Tutoring is an essential service for CPS as most of the children are behind their grade level due to issues of abuse /neglect. Once the children are stabilized and in a nurturing environment they are able to focus on their education, and tutoring services assist in getting the children to grade level performance. The method of provision of services was key to the selection as most of our children receiving tutoring services are in home and out-of-home placements. Professional Tutors of America is willing and able to travel to the child's home or school to provide the tutoring service, unlike traditional tutoring contracts, where the tutoring has to be done at the tutoring companies' offices.

Cynthia Hinckley

Cynthia Hinckley, Director, DPSS

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 0	For Fiscal Year:	05/06

SOURCE OF 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 *Dan Martinez*

RECEIVED
APR 11 2006
COUNTY OF RIVERSIDE
CLERK OF SUPERVISORS

Dept't Recomm.: Consent Policy
Per Exec. Ofc.: Consent Policy

Prev. Agn. Ref.: 3/21/06 3.16 **District:** All **Agenda Number:**

3 . 18

FROM: DPSS

SUBJECT: Agreement with Professional Tutors of America

PAGE: 2

BACKGROUND:

On April 12, 2005, a RFP was released by County Purchasing, on behalf of DPSS, for professional tutoring services for in-county and out-of-county tutoring.

RFP proposals were sent to 17 different tutoring organizations in and out of Riverside County. In addition, the RFP was posted on the County web site and advertisements were placed in local publications. Respondents were asked to provide the following services: perform an initial assessment; create a tutoring plan including a weekly schedule of hours, time, and proficiencies, not to exceed more than 22 hours per student; administer test at the end of the tutoring; provide tutoring services in and out of county; be able to travel to the clients home or school; provide monthly reports; provide service on short notice (within 24 hours); and, provide service in accordance with Court requirements.

When the bid closed on May 3, 2005, four responses were received and deemed responsive and responsible. Four evaluators scored each proposal based on the following criteria: capability to perform the service, credentials, company profile, proven ability to deliver accurate and timely service, description of how services would be delivered, cost, performance based on other similar types of service, and past performance.

After careful review of the proposals, the evaluation team determined that Professional Tutors of America and Basic Educational Services Team were the top two candidates. On May 31, 2005, a Best and Final Offer was held with the top two vendors. The evaluators concluded that Professional Tutors of America was deemed the most responsive and responsible vendor.

Contractor rates in the industry traditionally range between \$35 and \$50. This does not include some of the requirements imposed upon the contractors to serve the County and DPSS clients.

The respondents are listed in ranking order with their proposed hourly rate for service.

1. Professional Tutors of America \$39 for year one only; \$40 for years 2 and 3
2. Basic Educational Services Team \$46, rate locked in for three years
3. Tutor Whiz \$35 for year one only; year 2, \$45
4. Ace Tutoring \$30, limited capacity to serve clients

In addition, in preparing this report, the County solicited quotes from several vendors to provide the services based on the unique conditions set forth to serve DPSS clients. The County received the following responses:

1. Sylvan \$42.30; each office is franchised
2. Alpha Learning Center \$40 to \$50 depending on program
3. JEI Learning Center \$35 to \$50 depending on program

Future bids could be expanded to include the tutoring services being used by other counties and possibly expanding advertising to other media markets.

CH:rj