

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

339



**FROM:** DEPT. OF PUBLIC SOCIAL SERVICES

**SUBMITTAL DATE:**

01/08/07

**SUBJECT:** Agreement #HO 3201-00 with Martha's Village and Kitchen

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

1. Authorizes the Chairman of the Board to sign the attached Agreement #HO 3201-00, without competition, between Martha's Village and Kitchen and the Department of Public Social Services (DPSS) to provide cold and hot weather shelter services for the period December 1, 2006 through June 30, 2007 for an amount not to exceed \$133,000; and
2. Authorizes the Director of DPSS to administer the program.

JAN 08 2007  
 BY *[Signature]*  
 Departmental Concurrence

Purchasing: *[Signature]*  
 Assistant Director

*[Signature: Cynthia Hinckley]*  
 Cynthia Hinckley, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 133,000	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 133,000	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 0	For Fiscal Year:	06-07

<b>SOURCE OF FUNDS:</b> 100% County General 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: Julia Cournoyer]*

Pollicy  Consent   
 Pollicy  Consent

Dept's Recomm.:  
 Per Exec. Ofc.:

Prev. Agn. Ref.: 09/12/06 (#3.44) | District: 4 | Agenda Number:

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD

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**TO:** Board of Supervisors

**DATE:** 01/08/07

**SUBJECT:** Agreement #HO 3201-00 with Martha's  
Village and Kitchen

**PAGE:**

**BACKGROUND:**

DPSS contracted with Martha's Village and Kitchen (MVK), a subsidiary of Father Joe's Village, a nonprofit organization, to provide hot weather shelter services to the homeless of the western desert area of Riverside County this past summer. The Board approved this on September 12, 2006 (#3.44).

Coachella Valley Rescue Mission (CVRM) had contracted with DPSS in previous years to provide cold weather shelter services in the National Guard Armory in Indio. DPSS was notified by the National Guard that the Indio armory would be unavailable as a cold weather shelter site for the next three (3) years.

Through research, it was determined that MVK and CVRM were the only two agencies large enough to perform the contract requirements of a cold weather shelter. Subsequently, DPSS released a Request For Proposal (RFP) for cold weather shelter services.

CVRM then notified DPSS that they would not be responding to the RFP. When this occurred, it left only Martha's Village & Kitchen as the only other qualified agency.

MVK offered to provide cold and hot weather shelter services for the 2006-07 fiscal year. DPSS worked closely with Supervisor Wilson's office to develop a plan to ensure services will be provided. DPSS is anticipating providing support to these services in the amount of \$133,000.

This contract is being seen as an expansion of the capacity of year-round emergency homeless shelter beds in the desert.

**FINANCIAL DATA:**

100% County General funds.

**CONCUR/EXECUTE:** COUNTY COUNSEL

CH:SL:dc

Date: 01/26/07  
From: Daniel Cruz Department/Agency: DPSS  
To: Board of Supervisors  
Via: Purchasing Agent  
Subject: Sole Source Procurement; Request for Martha's Village & Kitchen

The below information is provided in support of my Department requesting approval for a sole source. Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole source.

Supply/Service being requested: Cold & hot weather shelter services.

Supplier being requested: Fr. Joe's Villages/Martha's Village & Kitchen.

Alternative suppliers that can or might be able to provide supply/service: Coachella Valley Rescue Mission (CVRM); however, they declined to submit a proposal.

Extent of market search conducted: An RFP was started. Notices were sent to agencies on a mailing list. However, the only other agency large enough to have competed with Martha's was CVRM. But as noted above, they declined to submit a proposal.

Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide: Shelter site, personnel and experience.

Reasons why my department requires these unique features and what benefit will accrue to the county: DPSS is the County's homeless shelter procurer.

Price Reasonableness: The contract value of \$133,000 is the prorated amount of an entire fiscal year's costs of \$228,000. This amount is less than the other year-round homeless shelter located in the western part of Riverside County. The difference in dollars is due basically to no case management services being provided by Martha's Village and Kitchen.

Does moving forward on this product or service further obligate the county to future similar contractual arrangements? No.

Jennie Pottel for Cynthia Hensley 1/26/07  
Department Head Signature Date

Purchasing Department Comments:

Approve  Approve with Condition/s  Disapprove   
[Signature] 1-26-07  
Purchasing Agent Date