

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

210



**FROM:** Department of Public Social Services

**SUBMITTAL DATE:**

December 04, 2007

**SUBJECT:** Request for Proposal (RFP) #DPARC-081 for In-Home Supportive Services (IHSS)

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

- 1) Authorize the Department of Public Social Services (DPSS) to release the attached Request for Proposal (RFP) #DPARC-081 for In-Home Supportive Services (IHSS) for the 2008-2009 fiscal year.

**BACKGROUND:**

DPSS Adult Services provides social service programs that assist Riverside County's elderly and disabled citizens to live safely while maintaining as much independence as possible. Through this RFP, DPSS will select a Contractor to provide in-home supportive services. Although price will be a key factor, the effectiveness of the proposal, the background and experience of the bidder will also be evaluated in addition to the bid price.

(CONTINUED – 2 Pages in total)

*Susan Loew*  
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Susan Loew, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	2008/2009

<b>SOURCE OF FUNDS:</b>	<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

BY: *Debra Courmoyer*  
Debra Courmoyer

**County Executive Office Signature**

Policy	Policy
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Consent	Consent
<input type="checkbox"/>	<input type="checkbox"/>

ep't Recomm.:  
or Exec. Ofc.:

**Prev. Agn. Ref.:**

ATTACHMENTS FILED WITH THE CLERK OF THE BOARD  
District: All      Agenda Number:

**3.19**

Mark Sells, Assistant Director  
County Purchasing Department

Departmental Concurrence

Larisa R. McKenna  
County Counsel

**TO: BOARD OF SUPERVISORS**

**DATE:** December 04, 2007

**PAGE:** 2

**SUBJECT:** Request for Proposal (RFP) #DPARC-081 for In-Home Supportive Services (IHSS)

**BACKGROUND: (cont'd)**

To ensure fair competition, DPSS will advertise the RFP through County Purchasing & Fleet Services Department web site and will mail to current and previous Contractors and bidders. DPSS will adhere to the Board of Supervisors Policy Number A-18, "Procedures for Contracting for Professional or Personal Services." In addition, the proposals received and identified as "responsive" will be assessed by a diverse group of evaluators from various departments within Riverside County. These individuals were specifically selected because of their extensive knowledge and expertise working with the target population and the IHSS Program.

The goal of the IHSS Program is to enable elderly and/or disabled persons to remain safely in independent living. IHSS services may include household and related chores (laundry, cooking, cleaning, shopping), paramedical services, protective supervision, personal care services (bathing, dressing bowel and bladder care, feeding) and transportation to medical appointments. This in-home assistance is designed to allow persons to remain in their home rather than be placed in an institutional setting.

The IHSS program serves over 15,300 consumers in Riverside County and this number continues to grow. Of the 15,300 IHSS consumers, 1,660 receive services through a contract service delivery mode. The maximum amount of the incumbent Contract Agreement is \$20,245,524. DPSS anticipates the awarded Contract amount resulting from this RFP will be a maximum amount of approximately \$20,000,000. Additionally, a component of the RFP process includes a transition process in the event a new Contractor is selected.

DPSS must ensure that IHSS services are available to all eligible individuals in Riverside County. Therefore, the Director of DPSS requests the Board to authorize DPSS to release the attached RFP #DPARC0081.

**FINANCIAL IMPACT:** N/A

**ATTACHMENTS:** Request for Proposal (RFP) #DPARC-081

**SL:ns**