

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

314



FROM: Department of Social Services

SUBMITTAL DATE:
June 29, 2010

SUBJECT: Approval of the third Amendment with Family Services of the Desert to exercise the first one-year renewal option for Blythe Counseling and Parenting Education Services

RECOMMENDED MOTION:

That the Board of Supervisors:

1. Approve and authorize the Chairman of the Board to sign the attached Amendment #3 to Agreement #CS-01519 with Family Services of the Desert for the period of July 1, 2010 through June 30, 2011 increasing the maximum reimbursable amount by \$35,000 to \$85,000 annually, and containing an option to renew the agreement for one year;
2. Authorize the Director of the Department of Public Social Services (DPSS) to administer the contract; and
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise the renewal option, based on the availability of fiscal funding, and to sign amendments that do not change the substantive terms of the agreement, including amendments to the compensation provision that do not exceed the annual CPI rates.

2 Pages

Susan Loew

Susan Loew, Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 85,000	In Current Year Budget:	YES
	Current F.Y. Net County Cost:	\$ 2,125	Budget Adjustment:	NO
	Annual Net County Cost:	\$ 1,250	For Fiscal Year:	10-11

SOURCE OF FUNDS: Federal Funding: 47.5% State Funding: 33.3%; County Funding: 2.5%; Realignment Funding: 16.7%	Positions To Be Deleted Per A-30	<input type="checkbox"/>
APPROVE	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

BY: *Debra Cournoyer*
Debra Cournoyer

County Executive Office Signature

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

Prev. Agn. Ref.: 12/22/09 (#3.43) | **District:** All | **Agenda Number:**

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.53

Purchasing: *Mark Seiler*
 Mark Seiler, Assistant Director
 County Purchasing Department
 Departmental Concurrence
 County Counsel
6/15/10

TO: BOARD OF SUPERVISORS

June 29, 2010

SUBJECT: Approval of the third Amendment with Family Services of the Desert to exercise the first one-year renewal option for Blythe Counseling and Parenting Education Services

BACKGROUND (Continued):

AB 636, the California Outcomes and Accountability Act requires Riverside County to develop and implement a System Improvement Plan (SIP) focused on improving outcomes for children in the Child Welfare System. Riverside County's current SIP is focused on reducing the rate of foster care re-entry.

In an effort to improve the rate of foster care re-entry, families are provided with supportive services such as counseling and parenting education to improve their coping and parenting skills.

On August 18, 2009, Riverside County Purchasing and Fleet Services Department issued a formal request for proposal (RFP) DPARC-137 for Counseling and Parenting services in Blythe. A total of 48 vendors were notified and it was posted on the County Purchasing website. The RFP closed on September 16, 2009 and one response was received from the incumbent provider, Family Services of the Desert (FSOD).

On December 22, 2009, Agenda #3.43, the Board approved FSOD to provide Counseling and Parenting Education Services in Blythe for an annual maximum reimbursable amount not to exceed \$50,000. In order to ensure continued service delivery and service standards, it is being requested that the maximum reimbursable amount of the contract be increased from \$50,000 to \$85,000. For the past three (3) years, FSOD received \$100,000 annually to sustain the program.

The Director of DPSS requests that the Board approve the attached amendment exercising the first one-year renewal option with Family Services of the Desert to provide Counseling and Parenting Education Services for the Blythe area and approve the increase to the maximum reimbursable amount.

FINANCIAL: The amount of \$85,000 was budgeted for these services through the normal County budgeting process. No additional county funds are required.

ATTACHMENT: Amendment #3 to Agreement # CS-01519

CONCUR/EXECUTE: Purchasing and Fleet Services

SL:eps

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AMENDMENT #3 - Renewal
PROFESSIONAL SERVICES AGREEMENT WITH

Family Services of the Desert

PROFESSIONAL SERVICES CONTRACT: CS-01519-03
CONTRACT TERM: July 1, 2010 through June 30, 2011
EFFECTIVE DATE OF AMENDMENT: July 1, 2010
MAXIMUM REIMBURSABLE AMOUNT: \$85,000.00

The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and Family Services of the Desert, hereinafter referred to as Contractor, is amended in the following particulars and no others:

1. DPSS and Contractor agree to renew, extend, and modify the Professional Services Contract as stated herein.
2. On the Recitals Page, change the contract term to read:
"July 1, 2010 through June 30, 2011"
3. On the Recitals Page, change the Maximum Reimbursable Amount to read:
"\$85,000"
4. In Section III. Contractor's Responsibilities, subsection C. Fiscal, 1. Maximum Reimbursable Amount, delete and replace with the following:
"Total payment under this Contract shall not exceed \$ 85,000."

5. In Section III, Contractor's Responsibilities, subsection C. Fiscal, 2 Line Item Cost Rate, delete in its entirety and replace with:

Description	DOLLAR AMOUNT	
	PER HOUR	PER YEAR
Salaries (Per Position)		
Licensed Clinician	\$ 33.00	\$ 41,423
Administrative Assistant	\$14.60	\$ 7,426
Program Manager	\$ 28.50	\$ 6,299
Operating Costs (Rent, Payroll Taxes, Employee Benefits Insurance, Payroll Processing fee, Telephone, and Mileage)		\$ 20,101
Equipment (Specify)		\$ 0
Other Costs: Administrative Overhead (4.725% of the Administrative Salary Expense)		\$ 9,751
Aggregate Total Amount		\$ 85,000

6. In Section III. Contractor's Responsibilities, subsection C. Fiscal, 4. Method, Time and Schedule Conditions of Payment, e., delete in its entirety and replace with the following:
- "f. Each claiming period shall consist of a calendar month claiming period. Contractor Invoice estimates for May and June are due no later than the 10th of June. Actual Contractor invoices for May and June are due no later than the 30th of July."
7. In Section III. Contractor's Responsibilities, subsection C. Fiscal, add the following new section:

"9. ADVANCE PAYMENT

DPSS may issue a one-time advance payment to the Contractor in an amount up to 25% of the initial MRA upon written request by the Contractor and utilizing the Form DPSS 2076A (Exhibit B). Any advance payment approved by DPSS will be processed through the County Board of Supervisors for final signature.

With each monthly billing, beginning with the July invoice, DPSS will recoup the advance based on the percentage of service dollars used, i.e. if 25% of the MRA is billed and allowed, 25% of the advance shall be recouped. At a minimum, 1/10 of the advance payment will be recouped per month.

If at the end of the ninth (9th) monthly billing period, sufficient services are not projected to be provided and invoiced to recoup the entire advance balance, the Contractor's final three invoices shall be used to offset any remaining advance payment balance. Any remaining advance payment balance will be handled as in Section III.C.8."

8. In Section IV. General, subsection A. Effective Period, change the effective period to read:

"This contract is effective July 1, 2010 through June 30, 2011, with one (1) one-year renewal option."

9. In Section IV. General, edit subsection G. Modification of Terms, to read:

"No addition to or alteration of the terms of this Contract, whether by written or verbal understanding of the parties, their officers, agents, or employees shall be valid unless made in writing and formally approved and executed by both parties. Requests to modify fiscal provisions shall be submitted no later than April 1."

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #3, as 1 of 2 exercisable renewal options, to the Contract.

Riverside County

Family Services of the Desert

Marion Ashley,
Chair, Board of Supervisors



John Brown
Executive Director

Date

6/4/10

Date

FORM APPROVED COUNTY COUNSEL

BY: M. Victor 6/15/10
MARSHAL VICTOR DATE