

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

803



FROM: DEPARTMENT OF PUBLIC SOCIAL SERVICES

SUBMITTAL DATE:
March 12, 2013

SUBJECT: KINSHIP SUPPORT SERVICES FOR RELATIVE CAREGIVERS AND THE CHILDREN
PLACED IN THEIR HOMES.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and execute the Amendment to the one year Professional Service Agreement with California Family Life Center for an additional \$130,000.00, and a maximum reimbursable amount of \$220,000.00 for fiscal year 2012/2013, and approve the additional renewal option at \$220,000.00 for fiscal year 2013/2014; and
2. 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; and
3. Authorize the Director of DPSS to administer the program.

Susan Loew

Susan Loew, Director

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 130,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	12/13 & 13/14

SOURCE OF FUNDS: Federal Funding: 0%; State Funding: 0%; County Funding: 0%; Realignment Funding: 100%; Other Funding: 0%	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: APPROVE

BY: *Debra Cournoyer*
Debra Cournoyer

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
 BY: *ELENA M. DEVA* DATE: *3-5-13*
 Purchasing: *Mark Seiler* Assistant Director
 Departmental Concurrence

Policy Policy

Consent Consent

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

Prev. Agn. Ref.: District: ALL Agenda Number:

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3-16

**RE: KINSHIP SUPPORT SERVICES FOR RELATIVE CAREGIVERS AND THE CHILDREN
PLACED IN THEIR HOME.**

Date: March 12, 2013
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BACKGROUND

On January 26, 2011, County Purchasing released on its website and to vendors on a bidders list, Request for Proposal (RFP) No. DPARC-192, soliciting bids from qualified vendors to provide Kinship Support Services to Relative Caregivers and the Children placed in their homes. Three proposals were received in response to the RFP from Community Access Network, California Family Life Center, and Family Services of the Desert. All proposals were screened and deemed responsive. After careful review and consideration by the proposal evaluation team, It was determined that California Family Life Center (CFLC) was the most responsive.

The original funding allocation for the Kinship Support Services Program (KSSP) was distributed between DPSS and CFLC, to provide kinship support services to the Children Services population. On October 25, 2011, County Purchasing approved the Professional Services Agreement with CFLC, to provide Kinship Support Services in the amount of \$90,000 for fiscal year July 1, 2011 through June 30, 2012 with two (2) additional one-year renewal options.

Due to the attrition of Social Workers over the past three (3) years, CSD realized savings in CWS Basic funding freeing up additional KSSP funding. To this end, CSD is requesting to shift the additional available KSSP funds in the amount of \$130,000.00 and DPSS' share of Kincare services to CFLC. Shifting the funds/services to CFLC leverages the funding through close monitored case management services, and reduces the additional cost for open court cases for legal guardianship thus yielding additional savings to DPSS.

CFLC provides community-based family support services to relative caregivers and the children placed in their homes. Their services include: responding to referrals from the Children's Services Division Investigative Services and Legal Guardianship Units to provide aftercare support to families that are entering legal guardianship to prevent Juvenile Court involvement; assisting with the completion of court documents; parenting education; kinship support groups; counseling and referral services aimed at promoting permanency, including kinship adoption and guardianship; individual and group counseling in the areas of parent/child relationships and conflict resolution; childcare; respite care services; and tutoring and homework assistance.

FINANCIAL:

The additional funding is 100% realignment funding, and therefore there is no fiscal impact to the county.

ATTACHMENT(S):

Amendment No. 4 to the Professional Services Agreement No. CS-02195-04 between DPSS and California Family Life Center.

CONCUR/EXECUTE –

County Purchasing

SL:pf

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AMENDMENT # 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH

California Family Life Center
Kinship Support Services

PROFESSIONAL SERVICES CONTRACT: CS-02195-04
CONTRACT TERM: July 1, 2012 through June 30, 2013
EFFECTIVE DATE OF AMENDMENT: July 1, 2012
MAXIMUM AMOUNT: \$220,000

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

1. On the Recitals Page, and every page thereafter, revise all references to the contract number to read: "CS-02195-04."
2. On the Recitals Page, "MAXIMUM AMOUNT," revise to read: "\$220,000."
3. On page 9 at Section V.A., "MAXIMUM AMOUNT, revise to read:
"Total payment under this Contract shall not exceed \$100,000 for the period October 1, 2011 through June 30, 2012. Total payment under this Contract shall not exceed \$220,000 for the fiscal year July 1, 2012 through June 30, 2013. Total payment under this Contract shall not exceed \$220,000 for the fiscal year July 1, 2013 through June 30, 2014."
4. On page 9 at Section V.B., "REVISED LINE ITEM BUDGET," replace with the attached revised Line Item Budget.

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #4 to the Contract.

Riverside County

California Family Life Center

John J. Benoit
Chairman, Board of Supervisors



Rodney L Walker
Executive Director

Date

2-1-13

Date

FORM APPROVED COUNTY COUNSEL

BY:  3-5-13 DATE
ELENA M. BOEVA

REVISED LINE ITEM BUDGET (7/1/12 – 6/30/13)

Description	Unit of Service Rate Per hour	Unit of Service Rate Per Year
SALARIES (per position)		
Program Director		\$ 8,500.00
Resource Counselors (3FTE/1 PTE)		\$ 84,580.00
Respite/ Recreation (PTE)		\$ 2,438.00
Tutor (PTE)		\$ 5,200.00
Billings		\$ 9,000.00
Benefits		\$ 19,000.00
TOTAL SALARIES & BENEFITS		\$ 128,718.00
OPERATING COSTS		
Sub-Contractor (Professional & Consultant Services MFT)	\$50 per hour x hrs. wk./ Parenting Workshops/ Other Expenses	\$ 40,000.00
Family Basic Needs		\$ 8,500.00
Telephones		\$ 5,400.00
Office Supplies		\$ 2,500.00
Postage		\$ 2,482.00
Audit Fees		\$ 1,200.00
Travel (mileage)		\$ 3,500.00
Outreach Supplies		\$ 2,600.00
Other (payroll fees, employee clearances, trainings/ travel, misc. expenses)		\$ 5,530.00
Insurance (liability & prop)		\$ 2,070.00
TOTAL OPERATING COSTS		\$ 73,782.00
ADMINISTRATIVE COSTS		\$ 17,500.00
TOTAL ADMINISTRATIVE COSTS		
TOTAL BUDGET		\$ 220,000.00