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

**FROM:** DEPARTMENT OF PUBLIC SOCIAL SERVICES

**SUBMITTAL DATE:**  
July 16, 2013

**SUBJECT:** Extend agreements for Domestic Violence Shelter Services with Alternatives to Domestic Violence and Shelter from the Storm.

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

1. Approve and authorize the Chairman of the Board to sign the attached three (3) amendments for Domestic Violence Shelter Services with Alternatives to Domestic Violence and Shelter from the Storm for an aggregate amount not to exceed \$ 330,000 annually, for a term of August 1, 2013 to June 30, 2014, with four (4) one-year renewal options.
2. Authorize the Director of the Department of Public Social Services (DPSS) to administer the contract.
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, to exercise renewal options, 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.

*Susan Loew*

Susan Loew, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 330,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	13/14

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

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

APPROVE

BY: *Debra Cournoyer*  
Debra Cournoyer

County Executive Office Signature

Policy  Policy

Consent  Consent

Dept' Recomm.:  
Per Exec. Ofc.:



**Prev. Agn. Ref.:** 05/18/10, Item # 3.60 **District:** ALL **Agenda Number:**

3-46

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

FORM APPROVED COUNTY COUNSEL  
BY: *Elena M. Boeva*  
DATE: 7-5-13  
Departmental Concurrence: ELENA M. BOEVA

Purchasing: *Mark Seiler*  
Mark Seiler, Assistant Director

**TO: BOARD OF SUPERVISORS**

**DATE:** July 16, 2013

**SUBJECT:** Agreements for Domestic Violence Shelter Services with  
Alternatives to Domestic Violence and Shelter from the Storm

**Page: 2**

**BACKGROUND:**

Welfare and Institutions Code (WIC) 18291 establishes the following requirements for domestic violence shelters: (1) Provide shelter in an undisclosed and secure location. (2) Staff must meet qualifications set forth in Section 1037.1 in the Evidence Code. (3) Provide services as set forth in Section 18294 of the Welfare and Institutions Code.

As a result of DPARC-131 in May 2009, Alternatives to Domestic Violence and Shelter from the Storm were qualified as the only domestic violence shelters within the county that meet the criteria mandated in the WIC 18291. For this reason, the Department of Social Services entered into contract with Alternatives to Domestic Violence (Western Riverside County) and Shelter from the Storm (Eastern Riverside County).

Welfare and Institutions Code 18294 - 18298 allow a surcharge on marriage license fees in the amount of \$23.00 to be collected and allocated to organizations assisting victims of domestic violence. They are commonly referred to as Presley Funds and generate approximately \$220,000 annually. Additionally, conditions of probation for domestic violence crimes include a \$200 fee of which \$66.67 is collected by the County and deposited into a trust fund for domestic violence programs. This trust fund is separate from the Presley Fund and generates approximately \$110,000 annually.

Current contracts with these organizations will expire on July 31, 2013. For this reason, DPSS would like to request the Board approve the attached amendments to extend the term for an additional five (5) years.

**PRICE REASONABLENESS:**

**FINANCIAL:** No County General Funds are required. The agreements will be funded by Presley Fund and the Domestic Violence Trust Fund.

**ATTACHMENT(S):**

Agreement AA-01623-04 with Alternatives to Domestic Violence  
Agreement AA-01624-04 with Alternatives to Domestic Violence  
Agreement AA-01625-04 with Shelter from the Storm  
Sole Source Justification

**CONCUR/EXECUTE:** County Purchasing

SL:eps

Date: May 15, 2013  
From: Susan Loew, Director of the Department of Public Social Services  
To: Board of Supervisors/Purchasing Agent  
Via: Purchasing Agent  
Subject: Request for a Sole Source Procurement for Domestic Violence Shelter Services

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 a sole source.

1. **Supply/Service being requested:** Domestic Violence Shelter Services
2. **Supplier being requested:** Alternatives to Domestic Violence (ADV) and Shelter From the Storm (SS)
3. **Alternative suppliers that can or might be able to provide supply/service:** None
4. **Extent of market search conducted:** Internet Search and past bids
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:**

ADV and SS are the only domestic violence shelters in Riverside County. ADV is located in Western Riverside County and SS is located in Eastern Riverside County.

6. **Reasons why my department requires these unique features and what benefit will accrue to the county:**

ADV and SS are the sole providers of domestic violence shelter services to victims of domestic violence. Government Codes 26840.7 and 26840.8 provide for the funding of county domestic violence programs by authorizing a portion of the marriage license fees collected by the County Clerk to be deposited into the County's Domestic Violence Special fund. Payment of funds by DPSS relative to conducting services shall not exceed the Domestic Violence Special Fund.

7. **Price Reasonableness including purchase price and any ongoing maintenance or ancillary costs from the supplier:**

On October 28, 2009, County Purchasing and Fleet Services released on its website RFP #DPARC-141 seeking proposals from public, private, and nonprofit organizations to provide domestic violence shelter services.

Only two proposals were received by Alternatives to Domestic Violence and Shelter from the Storm. Both proposals were thoroughly reviewed and evaluated by an Evaluation Committee and deemed responsible and responsive. As a result, the Evaluation Committee approved the recommendation to award two agreements. Alternatives to Domestic Violence will provide services in the western part of the county and Shelter from the Storm will provide services to the eastern part of the county.

8. Does moving forward on this product or service further obligate the county to future similar contractual arrangements or any ongoing costs affiliated with this sole source? (Maintenance, support, or upgrades, if so, please explain).

No

9. Period of Performance:

August 1, 2013-June 30, 2014, with four (4) one-year renewal options

(Provide a defined period of performance. Please note multi-year terms require Board approval, unless renewable in one year increments and the Purchasing Agent approves the terms.)

Susan Drew 6/4/13  
Department Head Signature Date

Purchasing Department Comments:

Approve      Approve with Condition/s      Disapprove  
*in aggregate*  
Not to exceed: \$ 330,000 One time  Annual Amount through 6-30-2018  
[Signature] 6-6-13 14 010  
Purchasing Agent Date Approval Number  
(Reference on Purchasing Documents)

FORM APPROVED COUNTY COUNSEL

BY: Elena T. Boeva 6-17-13  
ELENA T. BOEVA DATE

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AMENDMENT # 4

PROFESSIONAL SERVICES AGREEMENT WITH

Alternatives to Domestic Violence  
Domestic Violence Shelter Services (Superior Court)

PROFESSIONAL  
SERVICES CONTRACT: AA-01624-04

CONTRACT TERM: August 1, 2013 through June 30, 2014

EFFECTIVE DATE  
OF AMENDMENT: August 1, 2013

MAXIMUM AMOUNT: \$100,833

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

1. On the Recitals Page, and every page thereafter, amend all references to the contract number to read: AA-01624-04
2. On the Recitals Page under Contract Term, amend dates to read:  
"August 1, 2013 through June 30, 2014"
3. Amend Section III."CONTRACTOR RESPONSIBILITIES", subsection C. "FISCAL", 1. "MAXIMUM REIMBURSABLE AMOUNT," to read:  
"Total payment under this Contract shall not exceed \$100,833.00 for FY 13/14. Annual renewals for FY14/15-17/18 shall not exceed \$110,000 per year."
4. Amend Section IV. "GENERAL", subsection A. "EFFECTIVE PERIOD", to read:  
"This Agreement is effective August 1, 2013 through June 30, 2014, with four (4) one-year renewal options."

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

Riverside County

Alternatives to Domestic Violence

\_\_\_\_\_  
John J. Benoit,  
Chair, Board of Supervisors

\_\_\_\_\_  
Eliza Daniely Woolfolk  
Executive Director

\_\_\_\_\_  
Date  
FORM APPROVED COUNTY COUNSEL  
BY: Elena M. Boeva 6-27-13  
ELENA M. BOEVA DATE

\_\_\_\_\_  
Date

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

Alternatives to Domestic Violence  
Domestic Violence Shelter Services (Presley)

PROFESSIONAL  
SERVICES CONTRACT: AA-01623-04  
  
CONTRACT TERM: August 1, 2013 through June 30, 2014  
  
EFFECTIVE DATE  
OF AMENDMENT: August 1, 2013  
  
MAXIMUM AMOUNT: \$100,833.00

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

1. On the Recitals Page, and every page thereafter, amend all references to the contract number to read: AA-01623-04
2. On the Recitals Page under Contract Term, amend dates to read:  
"August 1, 2013 through June 30, 2014"
3. Amend Section III."CONTRACTOR RESPONSIBILITIES", subsection C. "FISCAL", 1. "MAXIMUM REIMBURSABLE AMOUNT," to read:  
"Total payment under this Contract shall not exceed \$100,833.00 for FY 13/14. Annual renewals for FY14/15-17/18 shall not exceed \$110,000 per year."
4. Amend Section IV. "GENERAL", subsection A. "EFFECTIVE PERIOD", to read:  
"This Agreement is effective August 1, 2013 through June 30, 2014, with four (4) one-year renewal options."

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

Riverside County

Alternatives to Domestic Violence

\_\_\_\_\_  
John J. Benoit,  
Chair, Board of Supervisors

\_\_\_\_\_  
Eliza Daniely Woolfolk  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

FORM APPROVED COUNTY COUNSEL

BY: *Elena M. Boeva* 6-27-13  
ELENA M. BOEVA DATE

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

Shelter from the Storm  
Domestic Violence Shelter Services (Presley)

PROFESSIONAL  
SERVICES CONTRACT: AA-01625-04

CONTRACT TERM: August 1, 2013 through June 30, 2014

EFFECTIVE DATE  
OF AMENDMENT: August 1, 2013

MAXIMUM AMOUNT: \$97,790

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

1. On the Recitals Page, and every page thereafter, amend all references to the contract number to read: AA-01625-04
2. On the Recitals Page under Contract Term, amend dates to read:  
"August 1, 2013 through June 30, 2014"
3. Amend Section III."CONTRACTOR RESPONSIBILITIES", subsection C. "FISCAL", 1. "MAXIMUM REIMBURSABLE AMOUNT," to read:  
"Total payment under this Contract shall not exceed \$97,790.00 for FY 13/14. Annual renewals for FY14/15-17/18 shall not exceed \$110,000 per year."
4. Amend Section IV. "GENERAL", subsection A. "EFFECTIVE PERIOD", to read:  
"This Agreement is effective August 1, 2013 through June 30, 2014, with four (4) one-year renewal options."

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

Riverside County

Shelter from the Storm

\_\_\_\_\_  
John J. Benoit,  
Chair, Board of Supervisors

\_\_\_\_\_  
Angelina Coe  
Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

FORM APPROVED COUNTY COUNSEL

BY: Stefana M. Boeva 6-27-13  
STEFANA M. BOEVA DATE