

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

925



FROM: Department of Public Social Services

SUBMITTAL DATE:
February 3, 2014

SUBJECT: Approve the amendments to Agreements with John F. Kennedy Memorial Foundation and Family Service Association [Districts – All]; [\$2,805,552 total] [\$935,184 annual]; [PSSF, CTF, CBCAP, & CWSOIP sources]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to sign the attached amended Agreements with *John F. Kennedy Memorial Foundation (JFK) CS-02419-08* and *Family Service Association (FSA) (CS-02417-07)* covering the period of July 1, 2014 – June 30, 2015 with an option to renew for two (2) additional one-year terms.
2. Authorize the Director of the Department of Public Social Services (DPSS) to administer the Agreement.
3. Authorize the Purchasing Agent, in accordance with *Ordinance No. 459*, to exercise renewal options, based upon the availability of fiscal funding; to sign amendments that do not change substantive terms of the Agreement; including, amendments to the compensation provision, not to exceed annual CPI rates.

Susan von Zabern
Susan von Zabern,
Director

| FINANCIAL DATA | Current Fiscal Year: | Next Fiscal Year: | Total Cost: | Ongoing Cost: | POLICY/CONSENT (per Exec. Office) |
|--|----------------------|-------------------|--------------|------------------------|--|
| COST | \$ 935,184 | \$ 935,184 | \$ 2,805,552 | \$ | Consent <input type="checkbox"/> Policy <input type="checkbox"/> |
| NET COUNTY COST | \$ 1,870 | \$ 1,870 | \$ 5,611 | \$ | |
| SOURCE OF FUNDS: Federal Funding: 41.30%; State Funding: 0.30%; County Funding: 0.20%; Realignment Funding: 28.20% | | | | Budget Adjustment: No | |
| | | | | For Fiscal Year: 14-15 | |

C.E.O. RECOMMENDATION:

APPROVE

BY: *Jennifer L. Sargent*
Jennifer L. Sargent

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

PURCHASING & FLEET SERVICES: Lisa Brandl, Director
 FORM APPROVED COUNTY COUNSEL: GREGORY P. PRIAMOS
 DATE: 1/15/15

Departmental Concurrence

- A-30
- 4/5 Vote
- Positions Added
- Change Order

Prev. Agn. Ref.: 3.21 (5/1/12); 3.15 (6/12/12); 3.48 (1/15/13) | **District:** ALL | **Agenda Number:**

3-8

Approve the amendments to agreements John F. Kennedy Memorial Foundation and Family Service Association [Districts – All]; [\$2,805,552 total] [\$935,184 annual]; [PSSF, CTF, CBCAP, & CWSOIP sources]

DATE: February 3, 2015

PAGE: Page 2 of 2

BACKGROUND:

Summary (continued)

The SafeCare program is an evidence-based in-home parenting program. SafeCare home visitors assist families referred to them who have at least one child between the ages of 0-5. SafeCare home visitors provide weekly in-home sessions that last up to 90 minutes each. The duration of the program is from 18-20 weeks for each family. The content of the SafeCare Model is delivered in three modules: Health, Home-Safety, and Parent Child/Infant Interaction.

FSA and JFK currently provide Early SafeCare in-home visitation parenting education program to non-adjudicated client referrals in Zones 1, 2, 3 and Blythe. JFK covers Zone 3 and Blythe. The Blythe demand has exceeded the client referral forecast and created a fourth zone requiring service and twice the compensation.

This amendment with JFK and FSA increases the Maximum Reimbursable Amount (MRA) to maximize the vendor's capacity and resolve barriers to service created by program demand. For JFK, the amendment will allow the number of families served to increase from 94 to 151 families, with a maximum of 1000 units in Blythe. For FSA, the amendment will allow an increase from 113 to a minimum of 148 families to be served.

JFK and FSA have the demand and capacity to expend these funds. These amendments propose to reallocate \$100,000 in funding to FSA (CS-02417-07), increasing the baseline MRA to \$411,411 and to reallocate \$200,000 for JFK (CS-02419-08), increasing the baseline MRA to \$523,773.

Impact on Residents and Businesses

Early SafeCare provides services to families who have been referred to Children Services but did not result in an open case. The program keeps families from entering or re-entering the Child Welfare System and prevents future child neglect or maltreatment.

SUPPLEMENTAL:

Additional Fiscal Information

The funding streams include PSSF, CBCAP, CTF, and CWSOIP.

Contract History and Price Reasonableness

On May 1, 2012 (Agenda # 3.21), The Board of Supervisors awarded the agreements for FSA and JFK. On June 12, 2012 (Agenda # 3.15) the Board approved the agreements for FSA and JFK. Amendment # 1 was signed by the Board of Supervisors on February 26, 2013 (Agenda # 3.48) to increase the MRA due to funding from Department of Mental Health Prevention and Early Intervention (PEI) and CBCAP funding.

ATTACHMENT(S)

1. Professional Services Contract SafeCare® (CS-02417-07) with Family Services Association (3 copies);
2. Professional Services Contract SafeCare® (CS-02419-08) with John F. Kennedy Memorial Foundation (3 copies).

CONCUR/EXECUTE –

County Purchasing and County Counsel

SvZ:ts

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
 AMENDMENT # 7
 PROFESSIONAL SERVICES AGREEMENT WITH

Family Service Association
 SafeCare & Differential Response

PROFESSIONAL SERVICES CONTRACT: CS-02417-07

CONTRACT TERM: July 1, 2014 through June 30, 2015

EFFECTIVE DATE OF AMENDMENT: July 1, 2014

MAXIMUM AMOUNT: \$411,411.00

The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and Family Service Association, 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: CS-02417-07
2. On the Recitals Page, amend the "MAXIMUM REIMBURSABLE AMOUNT," to "\$411,411."
3. Replace "Client/Family" throughout the entire contract with ""Participant."
4. Amend Section III.C Item # 1 "FISCAL" "MAXIMUM REIMBURSABLE AMOUNT," to read:

"Total payment under this Contract shall not exceed \$411,411."
5. Amend Section III.C Item # 3 "FISCAL" "UNIT OF SERVICE COST RATE," to read:

Zone 1 and Zone 2

| (Column A) Estimated # of Participants to be served | (Column B) Estimated # of Sessions | (Column C) Total Estimated Sessions per Participant | (Column D) Total Number of Units the Agency can provide in one year | (Column E) Cost for each unit of service (Units are defined in Section C.2. above) | Total Cost (Multiply Column C by Column D) |
|--|--|--|--|--|--|
| 148 | 2960 | 20 | 3003 | \$137 | \$411,411 |

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #7 to the Contract.

Riverside County

Family Service Association

Marion Ashley,
Chair, Board of Supervisors


Veronica Dover,
Chief Operating Officer

Date

1/22/15

Date

FORM APPROVED COUNTY COUNSEL

BY: 
ERIC STOPHER

1/17/15
DATE

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AMENDMENT # 8
PROFESSIONAL SERVICES AGREEMENT WITH

John F. Kennedy Memorial Foundation
SafeCare & Differential Response

PROFESSIONAL
SERVICES CONTRACT: CS-02419-08

CONTRACT TERM: July 1, 2014 through June 30, 2015

EFFECTIVE DATE
OF AMENDMENT: July 1, 2014

MAXIMUM AMOUNT: \$523,773.00

The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and John F. Kennedy Memorial Foundation, 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: CS-02419-08
2. On the Recitals Page, amend the "MAXIMUM AMOUNT," to read "\$523,773."
3. Replace "Client/Family" throughout the entire contract with "Participant."
4. Amend Section III.C Item # 1 "FISCAL" "MAXIMUM REIMBURSABLE AMOUNT," to read:
"Total payment under this Contract shall not exceed \$523,773."
5. Amend Section III.C Item # 2 "FISCAL" "UNIT OF SERVICE DEFINITION," to read:

"A single Unit of Service is inclusive of the following:

One (1) unit of SafeCare in-home parenting is defined as one (1) face-to-face SafeCare curriculum session (not to exceed 20 sessions) and may include an initial face-to-face assessment visit per participant. Each SafeCare curriculum sessions averages 60 to 90 minutes but not less than 30 minutes. Face-to-face visits shall be no more than 90 minutes and shall occur no more than twice per week.

Sessions shall not be combined during a face-to-face visit without prior authorization from a SafeCare coach. Any combined session or session lasting 30-59 minutes must have written justification from the home visitor, may be evaluated by DPSS to ensure program integrity and fidelity.

Sessions lasting 30-59 minutes will be paid at a sixty (60) minute prorated unit cost (15 minute increments). Prorated amounts are as follows: 30-44 minutes will be paid as ½ of a unit at \$85.50 and 45-59 minutes will be paid as a ¾ of a unit at \$128.25.

Any session 29 minutes or less will not be paid. Each participant shall have a minimum of 18 SafeCare curriculum sessions in order to complete the program. Sessions are not to exceed 20 units per participant and no more than one (1) participant may be serviced for each referral unless prior authorization from DPSS is obtained.

In the event, a participant’s referral must be closed prior to completion and a due diligence visit to the residence is required, one (1) unit of service may be billed at the written request of the authorized contract designee and shall include documentation of due diligence, documentation of notification to DPSS Program Liaison and Social Worker, and verification of referral. Units of Service billed as “Due Diligence” shall not exceed 24 units in a Fiscal Year.

Exceptions or variances may be utilized with prior DPSS authorization.

The regular unit of service (UOS) rate of \$171 is all-inclusive, including all expenses and other costs necessary to complete the work specified.

An increased unit of service (UOS) rate of \$342 will cover “exception areas” consisting of Blythe, Midland, and Ripley (zip codes 92225, 92255, and 92272). The “exception areas” shall be billed as (2) two regular UOS rate per home visit. The maximum unit of service in Blythe is 1000, unless prior written authorization is obtained from the DPSS SafeCare Liaison.

Contractor may request reimbursement for staff training that has been requested and approved by DPSS SafeCare Liaison. Reimbursement shall not exceed \$5,130. Training costs will be reimbursed at a rate of \$513.00 for a full day (minimum of 8 hours) of training and \$256.50 for a half day (minimum of 4 hours) per SafeCare home visitor participating in the training.”

- 6. Amend Section III.C Item # 2 “FISCAL” “UNIT OF SERVICE COST RATE,” to read:

Zone 3 – Regular Area

| (Column A) Estimated # of Participants to be served | (Column B) Estimated # of Sessions | (Column C) Total Estimated Sessions per Participant | (Column D) Total Number of Units the Agency can provide in one year | (Column E) Cost for each unit of service Units are defined in (Section C.2. above) | Total Cost (Multiply Column D by Column E) |
|---|--|--|---|--|--|
| 151 | 3020 | 20 | 3063 | \$171 | \$523,773 |

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #8 to the Contract.

Riverside County

John F. Kennedy Memorial Foundation

Marion Ashley,
Chairmain, Board of Supervisors



Susan Francis,
CEO

Date

1-14-15

Date

FORM APPROVED COUNTY COUNSEL

BY: 
ERIC STOVNER

1/7/15
DATE