

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

333



FROM: Department of Public and Social Services

SUBMITTAL DATE:
April 30, 2013

SUBJECT: Approval of Purchase with National Gift Card Corporation to provide Gasoline Debit cards for GAIN.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and authorize the Purchasing Agent to amend the purchase order for gasoline debit cards with National Gift Card Corporation for an additional \$100,000 annually for a total contract not to exceed \$300,000 annually. Renewing for an additional 2 years.
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 the renewal option, based on the availability of fiscal funding, and to sign the purchase order 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

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 300,000	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

SOURCE OF FUNDS:	Positions To Be Deleted Per A-30	<input type="checkbox"/>
Federal Funding: 64% State Funding: 31%; County Funding: 5%;	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Debra Courmoyer*
Debra Courmoyer

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Stone, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley
Nays: None
Absent: None
Date: April 30, 2013
xc: DPSS, Purchasing

Kecia Harper-Ihem
Clerk of the Board
By: *[Signature]*
Deputy

Prev. Agn. Ref.: 3.36 dated 7/12/11

District: all

Agenda Number:

3-14

Purchasing: *[Signature]*
Mark Seiler, Assistant Director
County Purchasing Department

Departmental Concurrence

County Counsel

Dept't Recomm.: ☒ Policy ☒ Policy
Per Exec. Ofc.: ☐ Consent ☐ Consent

TO: BOARD OF SUPERVISORS

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BACKGROUND (Continued):

DPSS provides employment-related services to participants in the CalWORKs Welfare to Work, CalFresh/SNAP and the CAL-Learn program. These programs each offer temporary assistance to individuals and families and also supportive services to enable clients to obtain the services that they need to gain self-sufficiency and independence.

Among the supportive services offered is assistance with transportation by either issuing bus passes or gas cards of an equivalent value, which is a maximum amount of \$50.00 per month. The gas cards are issued in \$25 increments and are restricted for gas purchases only. On average, approximately 1000 cards are issued per month. In addition, due to the liquidity of the debit cards, the Department instituted a strict protocol to ensure that the gas cards are kept secure and all issuances are properly tracked for audit purposes.

In order to select a company from which to obtain the debit cards, County Purchasing released an RFP, DPARC-211, and only one response was received from National Gift Card Corporation. The proposal was reviewed by an evaluation team and was found responsive and responsible. The evaluation committee recommended that the award be given to National Gift Card Corporation for an annual amount of \$200,000.

At this time, DPSS would like to request an increase of \$100,000 bringing the award amount to \$300,000, in order to sufficiently supply the significant growth in clients to the CalWORKs Welfare to Work program.

REVIEW/APPROVAL

Purchasing and County Counsel concurs with this request.