

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

910



FROM: DEPARTMENT OF PUBLIC SOCIAL SERVICES

SUBMITTAL DATE:  
June 18, 2013

SUBJECT: Agreement with Public Consulting Group for Supplemental Security Income (SSI) Advocacy, without seeking competitive bids

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to sign the attached Agreement # CS-02697 with Public Consulting Group for the period of July 1, 2013 through June 30 2014 for an amount not to exceed \$160,000, with two one-year renewal options, without seeking competitive bids.
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

FINANCIAL  
DATA

Current F.Y. Total Cost: \$ 160,000  
Current F.Y. Net County Cost: \$ 40,640  
Annual Net County Cost: \$ 40,640

In Current Year Budget: Yes  
Budget Adjustment: No  
For Fiscal Year: 13-14

SOURCE OF FUNDS:

Federal Funding: 49.8% State Funding: 24.8%; County Funding: 25.4%;  
Realignment Funding: 0%; Other Funding: 0%

Positions To Be Deleted Per A-30 ☐  
Requires 4/5 Vote ☐

C.E.O. RECOMMENDATION:

APPROVE

BY: *Debra Cournoyer*  
Debra Cournoyer

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 staff seek competitive bids and come back to the Board with the low bidder.

Ayes: Jeffries, Tavaglione, Stone, Benoit and Ashley

Nays: None

Absent: None

Date: June 25, 2013

xc: DPSS, Purchasing

Kecia Harper-Ihem  
Clerk of the Board

By: *[Signature]*  
Deputy

Prev. Agn. Ref.: 3.22, 3/25/08;  
3.57, 4/6/2010

District: ALL

Agenda Number:

3-26

ATTACHMENTS FILED

FORM APPROVED COUNTY COUNSEL  
BY: *[Signature]* 6-5-13  
ELEANOR BOEVA  
Purchasing Agent, Departmental

Policy ☒

Consent ☐

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

RE: Agreement with Public Consulting Group for Supplemental Security Income (SSI) Advocacy,  
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**BACKGROUND (Continued):**

The implementation of Assembly Bill 1633 (Chapter 641, Statutes of 2006) requires counties to assist foster youth in gaining access to important federal disability benefits while in foster care and to assist youth in having those benefits in place when leaving or emancipating from the foster care system.

Riverside County desires to maximize the use of federal and state funds while ensuring the child's individual needs are met during the stay in foster care and ensuring that funding will be available to the child upon leaving the system and/or upon emancipation. Many children qualify for federal Supplemental Security Income (SSI) and State Supplementary Payment (SSP) benefits but often go without simply because no one is there to assist them in the arduous application process. Riverside County has approximately 3,700 children in care requiring the potential review for SSI/SSP Advocacy Services.

On March 25, 2008, the Board authorized DPSS to enter into an agreement with PCG—a privately held small-business corporation based in the Commonwealth of Massachusetts.

On April 6, 2010, the Board authorized DPSS to enter into a second agreement with PCG without seeking competitive bids.

Over fiscal years 2010/2011 and 2011/2012 PCG's efforts resulted in \$1,702,944 SSI benefits collected for 323 foster children. These monies were used to offset foster care costs, reducing County costs.

**PRICE REASONABLENESS:**

On July 16, 2007, a Request for Proposal (RFP) was released to solicit vendors interested in offering to provide SSI advocacy services. Sixty-four bid invitations were sent to new and local community partners and bidders, the RFP resulted in the submission of one proposal from Public Consulting Group (PCG).

The proposed units of cost are believed to be reasonable based on a comparison with San Bernardino County. San Bernardino has maintained a contract with Public Consulting Group since 2005.

PCG charges Riverside \$1,775 for every approved SSI application. In comparison, San Bernardino pays \$150 for every application submitted, plus \$1,420 for every approved application.

PCG has a 20% approval rating. Because we pay no costs for the 80% of applications that are denied, on the same number of applications, our aggregate costs are less than San Bernardino's.

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To illustrate this, for every 100 applications submitted, each county would be billed as follows (at the current maximum monthly SSI rate of \$710.00 per month):

100 Applications submitted	Riverside County Cost	San Bernardino County Cost
Cost for 80 applications denied	\$0.00	\$15,000.00
Cost for 20 applications approved	\$35,500.00	\$28,400.00
<b>TOTAL</b>	<b>\$35,500.00</b>	<b>\$43,400.00</b>

Additionally, these rates have remained static since Riverside County has contracted with PCG in 2008.

This is a revenue generating agreement, as Federal SSI is used to abate the County share of foster care costs.

Through the last bid process and in subsequent research, we have found that this service is highly specialized and no other providers offer SSI advocacy to public agencies. We have had an excellent success rate working with PCG, which has been to the benefit of both the children and the County.

**ATTACHMENT(S):**  
**AGREEMENT #CS-02697**  
Sole Source Justification

**CONCUR/EXECUTE – County Purchasing**

SL:bt

Date: March 22, 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 Supplemental Security Income (SSI) Advocacy

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:** Supplemental Security Income (SSI) Advocacy
2. **Supplier being requested:** Public Consulting Group
3. **Alternative suppliers that can or might be able to provide supply/service:** None
4. **Extent of market search conducted:**  
DPSS conduct an RFP in 2007 with Public Consulting Group being the single respondent. Since then, DPSS has conducted periodic internet searches for other possible vendors.
5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:**
  1. PCG SSI/SSDI Eligibility and Enrollment Services division has been offering disability benefits services since 1989, with several thousand SSI/SSDI applications filed annually.
  2. Founded by a former SSA district manager, PCG has an "insider's view" of the Social Security Disability process, which is evidenced by the more than \$440,000 in SSI benefits collected by County foster care children and youth, and the \$1,000,000 collected by Riverside County in abatements.
  3. Through its proven approach to applying for SSI benefits on behalf of foster children and youth, PCG has been able to achieve an overall SSI disability allowance rate of 63%, which is 18% above the national average.
  4. Since March 25, 2008, PCG has screened over 2,900 case files of foster children and youth in Riverside County for SSI eligibility.
  5. Though headquartered in Boston, Massachusetts, PCG has provided Riverside County with an on-site, full-time employee at DPSS regional offices.
  6. PCG has developed a written policy and procedure catered to Riverside County regarding processing SSI applications, re-determinations, reconsiderations, appeals, and gives priority to youth who are emancipating [per AB1331].

7. PCG has provided comparable services to San Bernardino County's Department of Family and Child Services since 2005.

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

Riverside County must provide SSI advocacy services to foster care children and youth, as mandated by State Law (ACL 07-09, ACL 07-10, AB1331 and AB1633). With the assistance of Public Consulting Group, SSI benefits have been an important funding source of funds that were used to offset County expenditures for foster children and youth while in the County's care.

In addition, with SSI benefits, youths who are emancipating from the foster care system have a steady source of income when they leave the system, which may help them to avoid homelessness, criminal activity and incarceration.

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

The maximum reimbursable amount is not to exceed \$160,000. Units of service are based on current SSI benefit rates.

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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:  
July 1, 2013 through June 30, 2014 with two (2) one-year renewal options

Susan Loew

5/29/13

Department Head Signature

Date

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Not to exceed: \$ 160,000

One time

Annual Amount through 6-30-2016

[Signature]

6-6-13

14-011

Purchasing Agent

Date

Approval Number  
(Reference on Purchasing Documents)