

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



**ITEM**  
3.12  
(ID # 4230)

**MEETING DATE:**

Tuesday, June 13, 2017

**FROM :** PUBLIC SOCIAL SERVICES:

**SUBJECT:** PUBLIC SOCIAL SERVICES: Amendment to Agreement # CW-02852-06 with Smooth Transition, Inc., for a One-Year Extension of Adult Education Services. [All Districts]; [Total cost \$300,000 - Federal 76%; State 21.6%; County 2.4%]

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

1. Approve and execute an Amendment to Agreement # CW-02852-06 with Smooth Transitions, Inc., for adult education services, in the amount of \$300,000, for the period 7/01/17 through 6/30/18;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459 and based on availability of funding and as approved by County Counsel, to: sign amendments that do not change the substantive terms of the Agreement; and sign amendments to the compensation provisions that do not exceed 10%.

**ACTION:**

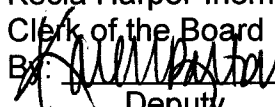
  
Susan Von Zabern, Director of Public Social Services 5/24/2017

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley  
Nays: None  
Absent: None  
Date: June 13, 2017  
xc: DPSS, Purchasing

Kecia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 0.00	\$ 300,000	\$ 300,000	\$ 0.00
<b>NET COUNTY COST</b>	\$	\$	\$	\$
<b>SOURCE OF FUNDS:</b> Federal Funding: 76%; State Funding: 21.6%; County Funding: 2.4%; Realignment Funding: 0%; Other Funding: 0%			<b>Budget Adjustment: No</b>	
			<b>For Fiscal Year: 17/18</b>	

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

**BACKGROUND:**

**Summary**

In order to continue providing services without a gap, DPSS requests a one-year extension of the agreement with Smooth Transition, Inc. (#AA-02852-06), and asks the Board Chairman to execute amendment #6, in the amount of \$300,000, for coverage during a competitive bid process, for services to begin July 1, 2018.

**Impact on Residents and Businesses**

These programs provide much needed assistance in obtaining employment and becoming self-sufficient.

**SUPPLEMENTAL:**

**Additional Fiscal Information**

Smooth Transition, Inc.

FY 17/18	\$300,000
<b>Total =</b>	<b>\$300,000</b>

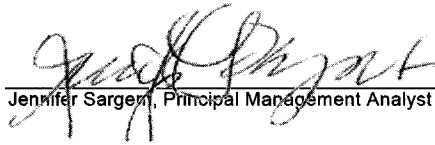
**Contract History and Price Reasonableness**

County Purchasing released a Request for Proposals, (RFP) #DPARC-324, for adult education services. On October 21, 2014, the Board of Supervisors approved Agenda #3.26 for adult education services with Smooth Transition, Inc., for three years. Due to the lack of adult education services in various areas of the county, the department entered into an agreement with Smooth Transition to offer general educational development (GED) services for Welfare to Work (WTW) customers in Desert Hot Springs, Cathedral City, Blythe and Perris.

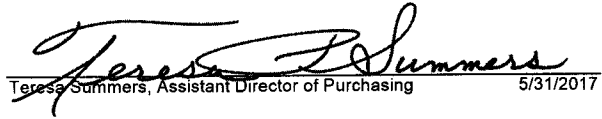
**ATTACHMENTS (if any, in this order):**

- A. Smooth Transition Amendment #6

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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Jennifer Sargent, Principal Management Analyst

6/6/2017

  
Teresa Summers, Assistant Director of Purchasing

5/31/2017

  
Gregory V. Priamos, Director County Counsel

5/31/2017

WHEN DOCUMENT IS FULLY EXECUTED RETURN  
CLERK'S COPY  
to Riverside County Clerk of the Board, Room 1010  
Post Office Box 1147, Riverside, Ca 92502-1147  
Thank you.

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AMENDMENT # 6  
PROFESSIONAL SERVICES AGREEMENT WITH

Smooth Transition Inc  
Amendment 6

PROFESSIONAL  
SERVICES CONTRACT: CW-02852-06

CONTRACT TERM: July 1, 2017 through June 30, 2018

EFFECTIVE DATE  
OF AMENDMENT: July 1, 2017

MAXIMUM AMOUNT: \$300,000.00

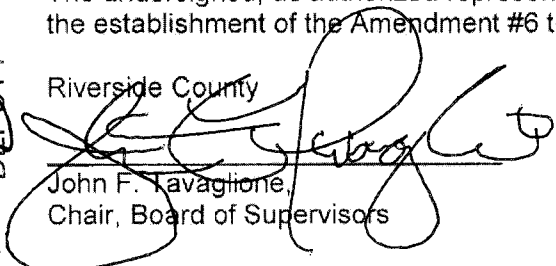
The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and Smooth Transition Inc, hereinafter referred to as Contractor, is amended in the following particulars and no others:


1. On the Recitals Page and every page thereafter, amend all references to the contract number to read CW-02852-06.
2. On the Recitals Page under Contract Term, amend dates to read:  
"July 1, 2017 through June 30, 2018"
3. On page 7, amend Section IV.D.1 "FISCAL", to read:  
"MAXIMUM REIMBURSABLE AMOUNT  
Total payment under this Agreement shall not exceed \$300,000 for the period July 1, 2017 through June 30, 2018.
4. On page 20, amend Section V.A "GENERAL" "EFFECTIVE PERIOD", to read:  
"This Agreement is effective July 1, 2017 through June 30, 2018, with no renewal or extension options."

The undersigned, as authorized representatives of DPSS and Contractor, respectively, certify the establishment of the Amendment #6 to the Contract.

Riverside County

Smooth Transition Inc

  
John F. Tavagione,  
Chair, Board of Supervisors

  
Robin Goins  
Executive Director

JUN 13 2017  
Date

6/28/17  
Date

FORM APPROVED COUNTY COUNSEL

BY:   
NEAL R. KIPNIS DATE

ATTEST:  
KECIA HARPER-JHEM, Clerk  
  
DEPUTY

JUN 13 2017 3.12  
2017-7-136244