

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



**ITEM**  
3.20  
(ID # 5577)

**MEETING DATE:**

Tuesday, November 14, 2017

**FROM :** PUBLIC SOCIAL SERVICES:

**SUBJECT:** PUBLIC SOCIAL SERVICES: Amendment No. 1 to Agreement with the Superior Court of the State of California for Five Years, Without Seeking Competitive Bids. [All Districts]; [Increase of \$35,000 per year, \$175,000 Aggregate - Federal- 40.29%, State- 2.78%, Realignment- 56.19%, Other- 0.74%]

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

1. Ratify and execute amendment no. 1 to agreement with the Superior Court of the State of California, increasing the agreement by \$175,000, from \$841,380 to \$1,016,380, for the period August 14, 2017 through June 30, 2022, for childcare services without seeking competitive bids;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the 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 percent annually.

**ACTION:** Policy


  
Susan Von Zabern, Director of Public Social Services 10/26/2017

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Jeffries, seconded by Supervisor Ashley 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: November 14, 2017  
xc: DPSS, Purchasing

Kecja Harper-Ihem  
Clerk of the Board  
By:   
Deputy

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

<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>	\$ 35,000	\$ 35,000	\$ 175,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Federal- 40.29%, State- 2.78%, Realignment- 56.19%, Other- 0.74%			<b>Budget Adjustment:</b>	No
			<b>For Fiscal Year:</b>	17/18 – 21/22

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

**BACKGROUND:**

**Summary**

On June 20, 2017 (3.34), DPSS entered into an agreement with the Superior Court of California, County of Riverside (“Superior Court”) to provide childcare services at Riverside Juvenile Court, Southwest Justice Center and Indio Juvenile Center for children involved in the juvenile court process and whose parents have appearances scheduled at those three (3) facilities.

A new juvenile courthouse adjacent to the current Southwest Justice Center opened on August 14, 2017. Additional funds for a five-year period were allocated, in the annual amount of \$35,000 and an aggregate amount of \$175,000, offsetting the court’s staffing costs for a new children’s room in the new facility.

The objective of the service is to satisfy a mandate to provide childcare for children subject to the Superior Court in order to reduce failed court appearances by parents whose children are placed into custody, pursuant to Section 300 of the Welfare and Institutions Code.

The underlying agreement requires the Superior Court to provide trained and qualified staff to operate the childcare programs on-site at the designated facilities. In addition, the Superior Court is required to maintain confidential attendance records for children in the children’s room so they receive credit for attending school that day.

**Impact on Residents and Businesses**

Approval of amendment no. 1 to the childcare services agreement will enable DPSS’ Children Services Division (“CSD”) to provide childcare services at the new facility adjacent to the Southwest Justice Center and fulfill its mandate to provide childcare services for children subject to the court system.

**Additional Fiscal Information**

Funding for amendment no. 1 will be budgeted annually in the normal county budget process through FY 21/22; budget adjustments will not be necessary.

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
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**Contract History and Price Reasonableness**

On June 20, 2017 (3.34), the Board of Supervisors approved an agreement for the Superior Court to provide childcare services at the Riverside Juvenile Court, Southwest Justice Center and Indio Juvenile Center to satisfy DPSS' childcare mandate, for the period July 1, 2017 through June 30, 2022, in an aggregate amount of \$841,380. CSD was informed that the Superior Court opened a new juvenile courthouse adjacent to the Southwest Justice Center and of the requirement for a new childcare room. The cost for DPSS to operate the new facility will be \$175,000 from August 2017 through June 30, 2022, making the aggregate cost for the four (4) facilities \$1,016,380 for the same five-year period.

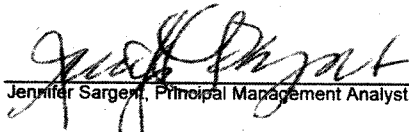
CSD previously conducted a feasibility study on alternative options to provide childcare services outside the courts. The research concluded that transition of childcare services required further development in the most non-disruptive manner possible and would result in additional costs to provide childcare services. CSD also concluded that it is more feasible to procure childcare services from the courts for compliance with mandates and meet the needs of the children's services population.

**Prev. Agn. Ref.:** 6/20/17 (#3.34), 8/28/12 (#3.78), 6/02/09 (#3.62), 2/26/08 (#3.45)

**ATTACHMENTS:**

**SCHEDULE A.      AMENDMENT NO. 1**

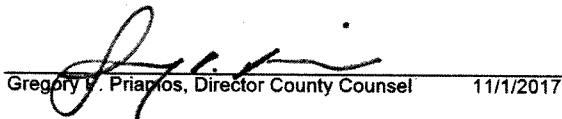
**ATTACHMENT.    SOLE SOURCE JUSTIFICATION**

  
Jennifer Sargent, Principal Management Analyst

11/6/2017

  
Tina Grande, Principal Management Analyst

11/1/2017

  
Gregory V. Priapros, Director County Counsel

11/1/2017

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AMENDMENT NO. 1  
PROFESSIONAL SERVICES AGREEMENT WITH  
Superior Court of California County of Riverside  
Child Care Services

PROFESSIONAL  
SERVICES CONTRACT: CS-03459-01

CONTRACT TERM: July 1, 2017 through June 30, 2022

EFFECTIVE DATE  
OF AMENDMENT: August 1, 2017

The agreement between the Riverside County Department of Public Social Services, hereinafter referred to as DPSS, and Superior Court of California, County of Riverside, hereinafter referred to as Court, is amended in the following particulars and no others:

1. Amend section 2.0 AGREEMENT AMOUNT by deleting it in its entirety and replacing it with the following:

“DPSS shall reimburse the Court up to \$203,276 annually for costs incurred by the Court in its performance of this Agreement.”

2. Amend section 3.1 B. COURT RESPONSIBILITIES by deleting it in its entirety and replacing it with the following:

“Ensure via agreement that a child care services vendor (“Provider”) procure trained and qualified personnel to staff and provide on-site child care services for children involved in the Juvenile Court process at the four designated court facilities located within Riverside County, as listed below, and enter into an Agreement with the Provider that is consistent with this Agreement.

- i. Southwest Juvenile Court  
30755-G Auld Road  
Murrieta, CA 92563
- ii. Southwest Justice Center  
30755-D Auld Road  
Murrieta, CA 92563
- iii. Indio Juvenile Courthouse  
47-671 Oasis Street  
Indio, CA 92201
- iv. Riverside Juvenile Court  
9991 County Farm Road  
Riverside, CA 92503”

3. Amend section 3.1 F. COURT RESPONSIBILITIES by deleting it in its entirety and replacing it with the following:

"Pay for any and all costs and expenses associated with the provision of child care services under this Agreement in excess of \$203,276 annually."

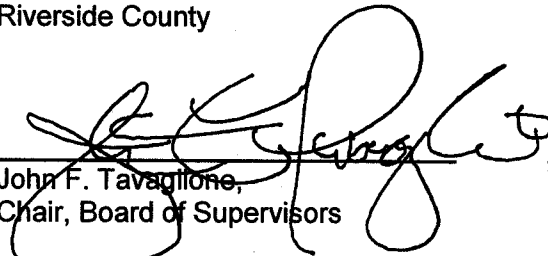
4. Replace the current table in section 4.0 LINE ITEM BUDGET with the table below:

BUDGETED ITEM	RIVERSIDE	SOUTHWEST	SOUTHWEST (2)	INDIO	TOTAL
Salaries & Benefits for Providers	\$52,368	\$50,000	\$31,105	\$50,000	\$183,473
Misc. Expenses for Supplies, Food, Travel/Conference, and Indirect Costs	\$5,908	\$5,000	\$3,895	\$5,000	\$19,803
<b>Total Budget</b>	<b>\$58,276</b>	<b>\$55,000</b>	<b>\$35,000</b>	<b>\$55,000</b>	<b>\$203,276</b>

The undersigned, as authorized representatives of DPSS and Court, respectively, certify the establishment of Amendment No. 1 to the agreement.

Riverside County

Superior Court of California County of Riverside

  
 John F. Tavaglione,  
 Chair, Board of Supervisors

  
 W. Samuel Hamrick, Jr.  
 Court Executive Officer

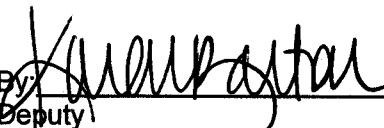
NOV 14 2017

10/30/2017

Date

Date

ATTEST:  
 Kecia Harper-Ihem, Clerk of the Board

By:   
 Deputy

Date: August 28, 2017  
To: Board of Supervisors/Purchasing Agent  
From: Susan von Zabern, Director of the Department of Public Social Services ("DPSS")  
Via: Digna Olmos, 7-8258  
Subject: Request for sole source procurement for child care services for children involved in the juvenile court process

The information below is provided in support of my Department's request for approval for a sole source procurement.

1. **Supplier being requested:** Superior Court of California, County of Riverside.
2. **Vendor ID:** 0000075005
3. **Supply/Service being requested:**  
Child care services at a new juvenile courthouse adjacent to the current Southwest Justice Center for children involved in the juvenile court process and whose parents have appearances scheduled at that facility.

On June 20, 2017 through Board Agenda Item 3.34, the Board approved an agreement and authorized the funding for similar child care services at the current Southwest Justice Center, Riverside Juvenile Court, and Indio Juvenile Center.

4. **Alternative suppliers that can or might be able to provide supply/service and extent of market search conducted:**  
Riverside County Office of Education and YMCA are qualified to provide child care services. However, these facilities are not situated near the court and therefore create the need for transportation services between the facilities and the court while the children are awaiting their court-ordered appearances. In addition, providing child care services at the court increases the juvenile court participation and reduces the number of failed court appearances by parents.

DPSS Children Services Division ("CSD") previously conducted extensive research on options for providing child care services independent of the courts. CSD found many negative aspects in the process, including the procurement of additional services, recruitment of additional staff, and the acquisition/configuration of facilities to accommodate child care. Using an alternative option to provide child care services instead of using the Superior Court's services would result in additional costs to transition these services and would increase the current cost to maintain them.

5. **Unique features of the supply/service being requested from this supplier, which no alternative supplier can provide:**

Similar to the child care centers for the courts in Board Agenda Item 3.34, the children's room at the new juvenile courthouse is situated in the court where the parents are scheduled to appear for court hearings.

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

Since the child care center is located in the court building, these services provide an incentive for CSD clients to appear on their court dates. If their children have been placed in out-of-home placement, visitation can be arranged at the court site itself. Caregivers use the child care services when they bring the children to court so that they meet the Court Policy for children 10 and older to be present at court hearings unless their respective counsel has waived their appearance. Additionally, many visitations take place with incarcerated parents while at court which meets statutory requirements.

7. **Period of Performance: August 15, 2017 through June 30, 2022**  
(5 Total Years)

Is this an annually renewable contract?  
Is this a fixed-term agreement:

No       Yes  
 No       Yes

8. **Identify all costs for this requested purchase.**

Description:	FY17/18	FY18/19	FY19/20	FY20/21	FY21/22	Total
Ongoing Costs: <i>Approved through Board Agenda Item 3.34</i>	168,276	168,276	168,276	168,276	168,276	841,380
<i>Annual fees for new juvenile courthouse</i>	35,000	35,000	35,000	35,000	35,000	175,000
<i>(Insert description)</i>	Annual fee	Annual fee	Annual fee	Annual fee	Annual fee	
<b>Total Costs</b>	<b>203,276</b>	<b>203,276</b>	<b>203,276</b>	<b>203,276</b>	<b>203,276</b>	<b>1,016,380</b>

9. **Price Reasonableness:**

CSD previously conducted a feasibility study on alternative options to provide child care services outside the courts, including (1) identifying alternative locations for child care rooms and rental fees, (2) reconfiguring the rooms to accommodate child care, (3) developing operating procedures for each of the locations to process incoming and outgoing children, and (4) staffing the child care services through the use of three full-time Social Services Assistants and other available staff to escort children to various court appearances and facilitate any required meetings with children. The conclusion of CSD's research was that the transition of child care services would require further development for the most non-disruptive manner.

possible and would result in additional costs to provide child care services. CSD also concluded that it is more feasible to procure the services of the courts to provide child care services for compliance with mandates and to best meet the needs of the children services population.

10. Projected Board of Supervisor Date (if applicable): October 3, 2017

Susan von Zabern Susan von Zabern 9-16-17  
Department Head Signature (or designee) Print Name Date

Purchasing Department Comments:

Approve                      Approve with Condition/s                      Disapprove

Not to exceed: The annual amount of \$35,000 at a total amount of \$175,000 through June 30, 2022

[Signature] 9/20/17 18-057  
Purchasing Agent Date Approval Number  
(Reference on Purchasing Documents)

List Attachments:

1. Amendment No. 1 to Agreement between the Superior Court of California County of Riverside and Riverside County Department of Public Social Services
2. Form-11