

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



ITEM: 3.23
(ID # 17334)

MEETING DATE:

Tuesday, October 19, 2021

FROM : PROBATION:

SUBJECT: PROBATION DEPARTMENT: Ratify and Approve Amendment No. 1 to the Professional Service Agreement with Chapman University, Fowler School of Law, for Restorative Justice Program Services, All Districts. [Total Contract Cost \$805,585, Annual Cost \$161,117; up to \$16,112 annually in additional compensation; 100% Juvenile Crime Prevention Act Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Amendment No. 1 to the Professional Service Agreement with Chapman University, Fowler School of Law, for Restorative Justice Program Services to extend the agreement period for an additional one-year through April 26, 2022 with the option to renew for four additional one-year periods with no change in the original contract amount of \$805,585, and authorize the Chair of the Board to sign the Amendment on behalf of the County; and
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved as to form by County Counsel to a) sign amendments that exercise the options of the agreement including modification of the statement of work that stay within the intent of the agreement; and b) sign amendments to the compensation provisions that do not exceed the total sum of ten percent (10%) of the annual contract amount.

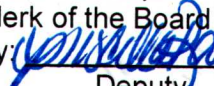
ACTION:Consent


Ronald L. Miller, Chief Probation Officer 9/27/2021

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: October 19, 2021
xc: Probation

Kecia R. Harper
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$161,117	\$161,117	\$805,585	\$0
NET COUNTY COST				
SOURCE OF FUNDS: 100% JJCPA Funds			Budget Adjustment:	No
			For Fiscal Year: 20/21 to 25/26	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Chapman University Fowler School of Law (Chapman) Mediation Clinic has been in operation since August 2009 and is currently the only area provider in the State of California that provides a Restorative Justice Program with direct victim involvement. The Riverside County Probation Department (Probation) desires to partner with Chapman to provide a Restorative Justice Program to support youth offenders county-wide.

This program is an approach to justice, based on a set of principles that guide responses to conflict and focuses on the needs of victims, youth offenders and the community. The program will target youth, ages 12 through 17, who have committed a property or violent crime that has a specific victim, not company or corporation. The goal of mediation is to allow the victim and offender an opportunity to discuss the crime in a secure setting and develop an agreement to repair the harm done. The process provides victims with a voice and active role, something rarely available in the traditional justice system. Fostering dialogue between the victim and offender provides the high rates of victim satisfaction and youth offender accountability.

Victim mediation compliance will be monitored by the Deputy Probation Officer (DPO) once the court confirms that both the victim and the offender are willing and able to voluntarily participate in the program. The DPO will work with the mediator and ensure the offender is working towards completing the sanctions agreed upon during the victim-offender reconciliation. If the offender is unsuccessful in completing the Restorative Justice Program, there will be no consequences. However, the offender will default to completing court ordered victim apology letter(s) and performing community service hours, as part of the original orders and conditions of probation.

Impact on Residents and Businesses

Restorative Justice is an approach to justice, based on a set of principles that guide responses to conflict, focusing on the needs of victims and offenders, as well as the community. The goal of utilizing Chapman's Restorative Justice Program is to educate youth on the impacts of their actions and reduce victimization while it may also have the benefit of reducing a youth's repeat

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contact with law enforcement and the court system, which will benefit the safety and well-being of the residents and businesses of Riverside County.

Additional Fiscal Information:

The table below illustrates the budgeted amount per fiscal year.

Amendment No. 2 Scope of Work	FISCAL YEAR EXPENDITURE				
	FY20/21	FY21/22	FY22/23	FY23/24	FY24/25
Mediation and Restorative Justice Resolution Services	\$161,117	\$161,117	\$161,117	\$161,117	\$161,117
Total:					\$805,585
Contingency:					\$16,112

Contract History and Price Reasonableness

A Request for Proposal (RFP) #PRARC-043 was released in November 2015 with notifications delivered through e-mail to six vendors along with advertisement on the County's Intranet and the Public Purchase website. The County received one responsive, responsible bid with a proposal submitted by Chapman University at a cost of \$189,549 annually.

The evaluation committee was composed of representatives from County Probation. The evaluation team reviewed and scored the proposal based on Chapman University's overall responsiveness to the County's program effort and accomplishment objectives, bidder's experience and ability, project methodology, overall cost and best value, and financials. The bidder, Chapman University, was given the opportunity to present their Best and Final Offer (BAFO). The BAFO presented for the County's final evaluation produced a 15% cost savings from the original proposed cost of \$189,549 resulting in an annual cost of \$161,117 dollars.

On April 26, 2016, the Board of Supervisors, Agenda 3-21 approved Agreement# PRARC-96105-002-04/21 with Chapman University.


The department requested and received SSJ approval to continue these services. The department states that Chapman University Fowler School of Law has a unique program, and no other alternative vendor is available to provide these services. The vendor has agreed to provide the County with Restorative Justice services through Amendment No. 1 with no change to the annual cost for this Agreement.


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ATTACHMENTS:

Amendment No. 1 Chapman Univ Restorative Justice PRARC-96105-002-0421

Sole Source Justification REQ# 149210615


Tina Grande, Director of Purchasing and Fleet Services 10/5/2021


Juan C. Perez, Chief Operating Officer 10/13/2021


Gregory V. Priamos, Director County Counsel 10/6/2021

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
Chapman University Fowler School of Law

Original Contract Term:	04/26/2016 through 04/26/2021
Contract Term Extended To:	04/26/2022
Effective Date of Amendment:	04/26/2021
Original Annual Maximum Contract Amount:	\$161,117
Contract ID:	PRARC-96105-002-04/21

This Amendment No. 1 to the Professional Service Agreement for Restorative Justice Program Services ("Amendment") is entered into by and between County of Riverside (COUNTY), and Chapman University, on behalf of the Fowler School of Law (CONTRACTOR), effective April 26, 2021.

RECITALS

WHEREAS, COUNTY and CONTRACTOR entered into that certain Professional Service Agreement for Restorative Justice Program Services, effective April 26, 2016 through April 26, 2021 (the "Agreement"); and

WHEREAS, COUNTY and CONTRACTOR now desire to extend the term of the Agreement for one year through April 26, 2022 and provide the option to renew the Agreement for four additional one-year periods; and

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, COUNTY and CONTRACTOR agree as follows:

1. The above recitals are true and correct, and are incorporated herein by reference.
2. The first sentence of **Section 2.1** of the Agreement ("Period of Performance") is hereby deleted in its entirety and replaced with the following: "This Agreement shall be effective as of April 26, 2016 and continues in effect through April 26, 2022, with the option to renew the Agreement for four additional one-year periods, through written amendment, unless terminated earlier."
3. Exhibit A (Required Scope of Service for the Contractor) is deleted in its entirety and replaced with Exhibit A-1.
4. All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
5. This Amendment No. 1 shall be effective April 26, 2021.
6. This Amendment may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of this

RFP# PRARC-043
BOS Agenda 3.21 4/26/2016
Form #116-311 Revision Date: 01/13/2016

1

County of Riverside Purchasing and Fleet Services
2980 Washington Street Riverside, CA 95504
Telephone: (951) 955-4937

OCT 19 2021 3.23

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Amendment agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transaction Act (“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment. The parties further agree that the electronic signatures of the parties included in this Amendment are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of “electronic signature” as defined in subdivision (i) of Section 1633.2 of the Civil Code.

[Signature page to follow]

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IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political
subdivision of the State of California

By: Karen S. Spiegel

Karen Spiegel, Chair
Board of Supervisor

Dated: OCT 19 2021

CHAPMAN UNIVERSITY, on
behalf of the Fowler School of Law,
a California nonprofit corporation

By: [Signature]

Harold W. Hewitt, Jr.
Executive Vice President/COO

Dated: 9/16/21

ATTEST:

Kecia Harper
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel

By: [Signature]
Lisa Sanchez
Deputy County Counsel

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EXHIBIT A-1

Required Scope of Service for the CONTRACTOR

1. Program Effort & Accomplishment Objectives:

1.1 Restorative Justice is designed to encourage and support the development and use of alternative dispute resolution techniques in working with victims and offenders to alleviate unresolved conflict.

1.2 CONTRACTOR'S Alternative Dispute Resolution Program includes a Mediation Clinic, a Juvenile Hall Peer Mediation Program, as well as the upcoming Restorative Justice Program. As with the other programs within CONTRACTOR'S Alternative Dispute Resolution (ADR) Program, the Restorative Justice Program will be monitored, documented, and evaluated for its success so it may serve as a model for resolution programs in other communities.

1.3 CONTRACTOR regularly produces brochures and marketing materials of many varying types to publicize and promote its clinics. The Restorative Justice Clinic will develop and design resource materials to educate communities regarding the availability and benefits of alternative dispute resolution techniques.

1.4 CONTRACTOR'S Restorative Justice Program will work in conjunction with CONTRACTOR'S ADR Program. Currently, CONTRACTOR'S ADR Program, including a Mediation Clinic and a Juvenile Hall Peer Mediation Program, encourages the courts, prosecutors, public defenders, law enforcement agencies and administrative agencies to work cooperatively with and to make referrals to dispute resolution programs. This encouragement will therefore be extended to CONTRACTOR'S Restorative Justice Program as well.

2. Program Services:

2.1 CONTRACTOR'S Restorative Justice Program will offer dispute resolution services, including but limited to, mediation and conciliation services to victims and offenders. Restorative justice is an approach to justice based on a set of principles that guide responses to conflict, focusing on the needs of victims and offenders, as well as the community. Victims take an active role in the process, while offenders can take responsibility for their actions, and make amends for their wrongdoing by apologizing, returning stolen money or completing community service. The process provides victims with a voice, something they rarely get in the traditional justice system.

2.2 CONTRACTOR recognizes and agrees that the law provides that counties may establish a program of grants to public entities and nonpartisan, nonprofit corporations for the establishment and continuance of programs to be operated under the requirements of State

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law and any additional standards developed and adopted by the local dispute resolution advisory council.

2.3 CONTRACTOR'S Restorative Justice Program complies with State Regulations as follows:

2.3.1 The Restorative Justice Clinic at Chapman University's Fowler School of Law shall comply with all provisions of the California Dispute Resolutions Act contained in Business and Professions Code Sections 465-471.5. Moreover, the Restorative Justice Clinic shall comply with the regulations set forth by the California Department of Consumer Affairs under Article 2. General Eligibility and Application Requirements, Section 3605: Eligibility for Funding. Evidence of such compliance shall be found in sections D through I, listed in the Table of Contents, of this Proposal to Provide Services. (Please see sections D-I including any and all attached Exhibits). CONTRACTOR'S Restorative Justice Program will provide neutral persons who have been adequately trained in conflict resolution techniques as required by the rules and regulations of the Dispute Resolution Programs Act.

2.3.2 The Restorative Justice Program shall ensure that its mediation and conciliation services are provided by neutral persons. A student shall not function as a mediator if that student has any personal bias regarding any particular disputant or the subject matter of the dispute. A student shall not function as a mediator if that student has a financial interest in the subject matter or the dispute or a familial relationship with any party to the dispute. If, before or during the provision of dispute resolution services, a student mediator has or acquires an actual or apparent conflict of interest, the student mediator shall inform all of the parties to the dispute, and thereafter disqualify himself or herself as the student mediator unless all of the disputants consent in writing to continue.

2.3.3 There are several options available for an agreement. First, community service that is either linked to the crime or chosen by the victim. Second, offenders might offer some form of restitution. If the offender cannot pay, the agreement might require the offender to work to repair the harm. Third, offenders can write apology letters, to help the victim heal and reflect on the impact of their crime. Minors will have six months to complete the terms of the agreement. If the terms of the agreement are not completed, the case will be returned to the Riverside Probation Department. If an agreement is reached, it will be documented, and parties will be informed of any future responsibilities they may have with regards to the agreement.

2.3.4 The Restorative Justice Clinic will offer its services to those individuals, without regard to race, religion or place of origin, who are deemed qualified by the Riverside Probation Department and have willingly volunteered to participate.

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2.3.5 Prior to any mediation, both victims and offenders will be informed that all participation with the Restorative Justice Program is completely voluntary on their part.

2.3.6 CONTRACTOR acknowledges and assures that CONTRACTOR'S Restorative Justice Program's primary service is to provide dispute resolution as outlined in the Scope of Service.

2.4 CONTRACTOR'S Restorative Justice Program will provide a written statement prior to any mediation that outlines 2.4.1-2.4.5 in both English and Spanish.

2.4.1 The nature of the dispute.

2.4.2 Explain the dispute resolution and its process.

2.4.3 The rights and obligations of each party, including but not limited to:

- The right to call and examine witnesses.
- The right of both parties to be accompanied by counsel, and the rules and procedures of counsel in the dispute resolution process.

2.4.4 The procedures followed during the dispute resolution.

2.4.5 If the parties enter into mediation, whether the dispute resolution process will be binding.

3. Roles and Responsibilities:

CONTRACTOR agrees to the roles and responsibilities as defined by the COUNTY Scope of Service Outlined in 3.1-3.3.

3.1 PROBATION shall:

3.1.1 Provide youth and their parent(s)/guardian(s) with the appropriate referral paperwork.

3.1.2 Notify CONTRACTOR of the referral via email or facsimile; and

3.1.3 Process Live Scan and background approval of CONTRACTOR's mediation program providers.

3.1.4 Provide a safe and secure facility for the restorative justice services in Riverside County.

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3.2 CONTRACTOR shall:

- 3.2.1 Provide all referral documents and forms needed for the program;
- 3.2.2 Provide all mediation and conciliation services to youth and victims referred by PROBATION and accepted to the program according to criteria;
- 3.2.3 Reserve the right to not accept referrals without disclosing the reason;
- 3.2.4 Provide all staff necessary to carry out mediation and conciliation services to youth and victims;
- 3.2.5 Present training information and materials to PROBATION;
- 3.2.6 Provide PROBATION with copies of standards of practice that pertain to the functions and duties under agreement entered for services.
- 3.2.7 Maintain source documents and case records as outlined in the proposal for services;
- 3.2.8 Interview, assess and accept or reject volunteers and mediators.
- 3.2.9 Be responsible for contacting the PROBATION Assistant Division Director of Human Resources to set up appointments for staff, volunteers, and mediators Live Scan, in order for PROBATION to conduct their portion of background process and approval;
- 3.2.10 Ensure that its mediation and conciliation services are provided by neutral persons;
- 3.2.11 Conduct mediation training for new staff, volunteers, interns, and mediators and on-going training for returning volunteers and mediators;
- 3.2.12 Provide and promote a safe environment for all participants in the mediation program including, but not limited to, reporting to the proper authorities' unusual incidents where the safety of a youth or victim may be threatened; and
- 3.2.13 Administer Program Outcome Evaluation and report program results to PROBATION.

3.3 The COUNTY and CONTRACTOR shall:

- 3.3.1 Expand the program to other youth and victims, if and when appropriate;

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3.3.2 Agree to establish mutually satisfactory methods for the exchange of information as may be necessary in order that each party may perform its duties and functions under agreement entered into for services.

3.3.3 Maintain appropriate procedures to ensure all information is safeguarded from improper disclosure in accordance with applicable State and Federal laws and regulations;

3.3.4 Agree to establish mutually satisfactory methods for problem resolution at the lowest possible level as the optimum, with a procedure to mobilize problem resolution through CONTRACTOR's and PROBATION mutual chains of command, as deemed necessary; and

3.3.5 Agree to develop and implement procedures and forms necessary to administer and document program referrals, participation, compliance and effectiveness.

4. Personnel Disclosure and Background Check Procedures:

CONTRACTOR agrees to the personnel disclosure and background check procedures as defined by the County of Riverside RFP outlined in 4.1-4.4.

4.1 CONTRACTOR shall be required upon request of the COUNTY to make available a current list of all personnel that will be providing services. The list shall include:

4.1.1 All staff who work full, part-time, per-diem, or temporarily; a brief description of the functions of each position; and the professional degree, license (if applicable) and experience required for each position.

4.1.2 COUNTY shall have the right to conduct, at any time, background checks on personnel assigned to the Restorative Justice Program.

4.1.3 Based on the background check, PROBATION shall have the right to require replacement of any personnel.

4.1.4 COUNTY shall be provided immediate written notice of any changes in personnel providing services.

4.1.5 In the event a background check is conducted, costs associated with the background check shall be the responsibility of PROBATION.

4.1.6 PROBATION shall have the right at any time to require CONTRACTOR to remove or replace any personnel provided services for any reason PROBATION determines to be appropriate.

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4.2 Disclosure of information relevant to client and employee safety; as required by Penal Code Section 11105.3 CONTRACTOR shall notify PROBATION of any CONTRACTOR employee assigned to provide services that has been convicted of any crimes involving sex, drugs, violence, or felony offense, or who are known to have a substantiated report of child abuse as defined by Penal Code Section 11165.12 who occupy supervisory or disciplinary power over PROBATION or other clients at the Program.

4.3 Notification procedures for client safety shall be followed:

4.3.1 PROBATION shall notify CONTRACTOR in writing of any person not approved to work at any PROBATION Program, but to protect client confidentiality, may not be able to disclose the reason(s) for non-approval.

4.3.2 Upon notification CONTRACTOR shall immediately remove that person from providing services to any PROBATION Program.

4.4 Notification procedures for employee safety shall be followed:

4.4.1 When such information becomes known.

5. Reporting:

5.1 CONTRACTOR agrees to submit quarterly reports in January, April, August, and December. The report is to include but not be limited to mediation results, the number served, updates of current mediation services in progress, and the status of restorative justice completion.

5.2 CONTRACTOR'S Dispute Resolution Program operates a Juvenile Hall Peer Mediation Program and a Mediation Clinic in Riverside County. The CONTRACTOR's delegated program director, shall be responsible to coordinate and supervise all Dispute Resolution Programs. The goal of the Dispute Resolution Program is to provide the best available dispute resolution services to Riverside County as described in section 467.2, 467.3, and 467.4.

5.3 CONTRACTOR does not discriminate on the basis of race, gender, sexual orientation, color, age, disability, national origin, or ethnicity in any of its policies or practices, including, but not limited to: admissions, academic requirements, financial aid, employment, housing, athletics, or any other school-administered program or service.

5.4 Mediators will be members of CONTRACTOR'S diverse student body. CONTRACTOR is committed to training skillful, ethical lawyers. Mediation perfectly captures many of the skills we are trying to teach individuals in law school. Lawyers are problem solvers. The skills required to be a good mediator are ones that will serve a lawyer well regardless of the area of practice pursued.

5.5 Prior to enrollment in the Mediation Clinic, students first complete a semester of mediation training which qualifies them under the Dispute Resolution Programs Act to

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mediate in the Superior Court. This mediation classroom component focuses on training and teaching students about the role of conflict resolution and mediation in the legal field. Students receive 40 plus hours of training, engage in role playing and simulations, and learn about the different theories and approaches to mediation. Students in this course have an opportunity to function as both advocates and mediators, using a variety of techniques to resolve disputes.

5.6 CONTRACTOR is agreeable to putting on a seminar at no cost to the County for dispute resolution services when requested by the County with a 90-day notice.

5.7 CONTRACTOR understands that the Restorative Justice Clinic's records will be audited at least annually. The CONTRACTOR agrees to submit an annual financial audit to the County. CONTRACTOR will not pay for the audit using DRPA funds awarded under this proposal.

6. Data Collection:

CONTRACTOR agrees to cooperate with the COUNTY's contracted evaluation consulting services should the funds they receive for Restorative Justice services are part of the Juvenile Justice Crime Prevention Act (JJCPA) funding.

6.1 All JJCPA Funding recipients will report out on related data outcomes as defined by the COUNTY's JJCPA Evaluation Services provider (WestEd) for all services provided.



Use this form to submit a single or sole source requisition for review by your Buyer and/or Procurement Contract Specialist. All procurements valued \$5,000 or more must seek competitive bids from a minimum of three suppliers, or the expectation that three or more suppliers will respond, or be justified by a Single/Sole Source. All purchases exceeding \$50,000 require a formal public bid. Procurement's may not be artificially segregated to lesser dollar amounts for the purpose of bypassing this requirement.

Sole/Single Source service requests that are greater than \$50,000 require additional Board of Supervisors approval.

Supplier Details

Vendor Chapman University
Fulfillment Address Corp - Services: (preferred)
 One University Drive
 Orange, California 92866 United States
Vendor Phone +1 714-532-6096

Distribution

The system will distribute purchase orders using the method(s) indicated below:

Check this box to customize order distribution information.

Contract

Background Information

Please indicate if this is a single or sole source below

Single Source

Have you previously requested and received approval for a sole/single source request for this vendor for your department?

No

If selected "yes", please provide the approved SSJ# below

SSJ#

If selected "yes", was the request approved for a different project?

Purchase Details

1. Supply/Service being requested:

Restorative Justice is designed to encourage and support the development and use of alternative dispute resolution techniques in working with victims and offenders to alleviate unresolved conflict.

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

The Restorative Justice Program offers dispute resolution services, including mediation and conciliation services to victims and offenders. This program is an approach to justice based on a set of principles that guide responses to conflict, focusing on the needs of the victims and offenders, as well as community. Victims take and active role in the process, while offenders can take responsibility for their actions, and make amends for their wrongdoing by apologizing, returning stolen money or completing

Current Year Cost

6. Identify all costs for this requested purchase.

You do not need to include previous fiscal year amounts. If approval is for multiple years, ongoing costs must be identified below. If annual increases apply to ongoing costs such as CPI or other contract increases, provide the estimated annual cost for each consecutive year. If the annual increase may exceed the Purchasing Agent's authority, Board approval must be obtained.

Describe all current fiscal year costs associated with this procurement in the box below. Insert all one time costs associated with this project in the table below.

Annual contract amount not exceed \$161,117 for Restorative Justice Services

community service. This process provides victims with a voice, something they rarely get in the traditional justice system.

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

the restorative justice program benefits, the community providing a victim, the offender, and their parents a tool in which to not only obtain an apology, provide and apology, restitution, and a resolution for an act of wrongdoing. This program provides a teaching and learning opportunity for all about the consequences of actions and complies with the provisions of the California Dispute Resolutions Act.

4. Period of Performance 4/26/2021

From:

Period of Performance To: 4/26/2022

Is this an annually renewable contract or is it fixed term?

Annually Renewable

5. Price Reasonableness:

A Request for Proposal (RFP) # PRARC-043 was released in November 2015 with notifications delivered through e-mail to six vendors along with advertisement on the County's Intranet and the Public Purchase website. The County received one responsive, responsible bid with a proposal submitted by Chapman University at a cost of \$189,549 annually.

The evaluation committee was composed of representatives from County Probation. The evaluation team reviewed and scored the proposal based on Chapman University's overall responsiveness to the County's program effort and accomplishment objectives, bidder's experience and ability, project methodology, overall cost and best value, and financials.

The bidder, Chapman University, was given the opportunity to present their Best and Final Offer (BAFO). The BAFO presented for the County's final evaluation produced a 15% cost savings from the original proposed cost of \$189,549 resulting in an annual cost of \$161,117 dollars.

Projected Board of 10/19/2021

Supervisor Date (if applicable):

Commodity Code 96105

Insert all current fiscal year costs in the table below. Label the 'description' as the item that is being purchased.

Current FY Costs

Description	Price
Restorative Justice Service = \$161,117 not to exceed annually FY2021/2022	0.00

Enter all additional FY costs in the table below. Only enter one fiscal year cost per line and identify the fiscal year that it pertains to. Fiscal year is from 7/1/00 to 6/30/00.. Example : FY 18/19 \$200

FY	FY2021/2022 = \$161,117
FY	FY2022/2023 = \$161,117
FY	FY2023/2024 = \$161,117
FY	FY2024/2025 = \$161,117
FY	FY2025/2026 = \$161,117

Additional FY Cost

Describe all additional costs associated with this procurement in the box below. Include the dollar amounts for subsequent fiscal years if it differs from above.

Current Year Cost Total: 0.00

Supporting Documentation

If this request is for professional services, attach the service agreement to this sole source request. The Purchasing Agent, or designee, is the signing authority for agreements unless the service is exempted by Ordinance 459, Board delegated authority or by State law.

- Additional supporting documentation includes:
- Previously approved SSJ's
 - other

For all other requests, attach the vendor's cost proposal

Internal Attachments

Purchasing Approval

Approved by

Date Approved

Approval
Conditions/Comments

**This section to be filled out by
Purchasing Management only
upon approval.** Suzanna Hinckley

9/29/2021

Total 0.00