

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



**ITEM: 3.44
(ID # 21777)**

MEETING DATE:

Tuesday, May 23, 2023

FROM : PUBLIC SOCIAL SERVICES:

SUBJECT: DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Approve Amendment No. 1 to the First Amended and Restated Professional Services Agreements CS-03981 with MFI Recovery Center for Out-of-Home Parenting Education Services to extend the period of performance for one-year through June 30, 2024 and increase the contract amount by \$56,850; All Districts. [Total Aggregate Cost \$56,850; up to \$11,370 in additional compensation; Federal 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve Amendment No. 1 to the First Amended and Restated Professional Services Agreement CS-03981 with MFI Recovery Center for Out-of-Home Parenting Education Services to extend the period of performance for up to one-year through June 30, 2024, increase the contract amount by \$56,850; 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 make modifications to the scope of services that stay within the intent of the agreement; and (b) sign amendments to the compensation provisions that do not exceed the sum total of twenty percent (20%) annually.

ACTION:Policy


Charity Douglas, DPSS Director

4/26/2023

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: May 23, 2023
xc: DPSS

Kimberly A. Rector
Clerk of the Board

By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$56,850	\$56,850	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 100% Federal			Budget Adjustment: No	
			For Fiscal Year: 23/24	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Out-of-Home Parenting Education Program provides evidence-based/evidence-informed services for parents/caregivers with children and youth who are at risk and/or have been reported for maltreatment. Trained parenting education professionals provide parents/caregivers with information, skills and principles essential for improving the parent's/caregiver's knowledge, parenting competence and parental stress. Successful implementation of the parenting education training improves Child Welfare outcomes related to child safety, permanency and child and family well-being.

In July 2018, DPSS awarded agreement CS-03981 to MFI Recovery Center via the competitive bid process under Request for Quote (RFQ) DPARC-541. The agreement was approved by the Board of Supervisors on July 17, 2018, Agenda Item 3.32. MFI Recovery Center continues to serve as a DPSS contracted provider for Out-of-Home Parenting Education Services via agreement CS-03981, which is set to expire June 30, 2023.

On January 4, 2023, County Purchasing released Request for Proposal (RFP) DPARC-620 for Out-of-Home Parenting Education Services. This bid closed February 3, 2023 and is currently undergoing the evaluation process. DPSS is seeking to extend the current agreement through June 30, 2024, if needed, to ensure there is no lapse in services while the bid evaluations and award recommendation is complete. Agreement CS-03981 with MFI Recovery Center will terminate after the procurement process is complete and a new agreement(s) has been executed.

Impact on Residents and Businesses

This agreement will ensure Out-of-Home Parenting Education Services continue to be available to parents/caregivers needing this service.

Additional Fiscal Information

Funding for this Amendment has been budgeted through the normal County budget process. The below table reflects the original contract amounts and the added Amendment for FY 23/24.

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FISCAL YEAR PERIOD	BUDGET
July 17, 2018 through June 30, 2019	\$56,850
July 1, 2019 through June 30, 2020	\$56,850
July 1, 2020 through June 30, 2021	\$56,850
July 1, 2021 through June 30, 2022	\$56,850
July 1, 2022 through June 30, 2023	\$56,850
July 1, 2023 through June 30, 2024	\$56,850
Total	\$341,100

Contract History and Price Reasonableness

On November 1, 2017, Riverside County Purchasing, on behalf of DPSS, released Request for Quote DPARC-541 for Out-of-Home Parenting Education Services for FY 2018/2019 through FY 2022/2023. There were two proposals submitted. MFI's cost proposal was \$150 and the other proposal was for \$293.37.

MFI Recovery Center was awarded their current agreement, CS-03981, as a result of the competitive bid process via Request for Quote DPARC-541. This agreement was approved by the Board of Supervisors on July 17, 2018, Agenda Item 3.32. They were deemed the lowest, most responsive and responsible bidders.

ATTACHMENT:

Attachment A: Amendment No. 1 to the First Amended and Restated Professional Services Agreements CS-03981 with MFI Recovery Center.


Meghan Hahn, Deputy Director of Procurement 4/27/2023


Eleanora Lontajo, Principal Management Analyst 5/16/2023


Kristine Bell-Valdez, Supervising Deputy County Counsel 5/3/2023

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AMENDMENT NO. 1 TO THE
FIRST AMENDED AND RESTATED AGREEMENT CS-03981 WITH
MFI RECOVERY CENTER

OUT-OF-HOME PARENTING EDUCATION SERVICES

AGREEMENT: CS-03981
PERIOD OF PERFORMANCE: July 17, 2018 through June 30, 2024
EFFECTIVE DATE OF AMENDMENT: July 1, 2023
MAXIMUM REIMBURSABLE AMOUNT: \$ 341,100

This Amendment No. 1 to the First Amended and Restated Agreement CS-03980 ("Agreement") for Out-of-Home Parenting Education Services, is made by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (herein referred to as "COUNTY") and MFI Recovery Center, a California nonprofit corporation (hereinafter referred to as "CONTRACTOR").

RECITALS

WHEREAS, COUNTY and CONTRACTOR previously entered into that certain Agreement CS-03981 for Out-of-Home Parenting Education Services on July 17, 2018, Agenda Item 3.32, effective upon execution through June 30, 2023; and that First Amended and Restated Agreement CS-03981-01, entered into March 18, 2020 to allow for the addition of leading and lagging indicators;

WHEREAS, COUNTY and CONTRACTOR now desire to renew and amend the Agreement to extend the period of performance through June 30, 2024; amend the Schedule A to include a maximum annual amount for Fiscal Year 2023/2024; and increase the total maximum reimbursable amount; and

WHEREAS, Section 40 "Modification of Terms" allows for modification by written amendment signed by both parties.

NOW THEREFORE, in consideration of their mutual covenants, COUNTY and CONTRACTOR agree to renew and extend the Agreement according to the terms and in the manner set forth herein:

1. **Recitals.** The recitals set forth above are true and correct and incorporated herein by this reference.
2. **Amend Agreement Number.** On the Recitals Page and every page thereafter, amend all references to the Agreement number CS-03981-01 to read CS-03981-02.
3. The Agreement is hereby renewed and extended for an addition one (1) year term, commencing on July 1, 2023 through June 30, 2024
4. **Amend Section 4. Period of Performance** to read as follows:

"PERIOD OF PERFORMANCE

This Agreement shall be effective July 17, 2018 and continue through June 30, 2024, unless terminated earlier. CONTRACTOR shall commence performance upon the effective date and shall diligently and continuously perform thereafter.

5. **Delete Schedule A, "Payment Provisions," Subsection A.1. "MAXIMUM AMOUNTS - ANNUAL AND AGGREGATE TOTALS"** in its entirety and replace with the following:

"The total annual payments to CONTRACTOR shall not exceed:"

FISCAL YEAR PERIOD	ANNUAL PAYMENT
July 17, 2018 through June 30, 2019	\$56,850.00
July 1, 2019 through June 30, 2020	\$56,850.00
July 1, 2020 through June 30, 2021	\$56,850.00
July 1, 2021 through June 30, 2022	\$56,850.00
July 1, 2022 through June 30, 2023	\$56,850.00
July 1, 2023 through June 30, 2024	\$56,850.00
Total	\$ 341,100.00

6. **Effective Date.** This Amendment 1 shall become effective July 1, 2023.

7. ELECTRONIC SIGNATURES

Each party of this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ((“CUETA”) Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Agreement. The parties further agree that the electronic signature(s) included herein 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. 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 a 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.

8. **Delete** Attachment IV, “DPSS 2076A, DPSS 2076B & Instructions” and replace with the attached DPSS 2076A, DPSS 2076B & Instructions.

9. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the undersigned as authorized representatives of the Parties have executed this Amendment No. 1 to the Agreement.

County of Riverside

Kevin Jeffries

Kevin Jeffries
Board of Supervisors, Chair

May 24, 2023

Date

MFI Recovery Center

Denise Arellano

Jonathan Delgado
Chief Executive Officer

May 2, 2023

Date

ATTEST:

Kimberly Rector
Clerk of the Board

By: *Breanna Smith*
Deputy



Approved as to Form
Minh C. Tran
County Counsel

By: *Katherine Wilkins*
Katherine Wilkins, Deputy County Counsel

May 2, 2023

COUNTY OF RIVERSIDE DEPARTMENT OF PUBLIC SOCIAL SERVICES

CONTRACTOR PAYMENT REQUEST

To: Riverside COUNTY
Department of Public Social Services
Attn: Management Reporting Unit
4060 COUNTY Circle Drive
Riverside, CA 92503

From:
Remit to Name
Address
City, State and Zip Code
Contract Number

Total amount requested _____ for the period of _____ 20 _____

Select Payment Type(s) Below:

[] Advance Payment \$ _____ [] Actual Payment \$ _____
(if allowed by Contract/MOU) (Same amount as 2076B if needed)

[] Unit of Service Payment \$ _____
_____ (# of Units) x _____ (Unit Price) = (\$) _____
_____ (# of Units) x _____ (Unit Price) = (\$) _____
_____ (# of Units) x _____ (Unit Price) = (\$) _____
_____ (# of Units) x _____ (Unit Price) = (\$) _____
_____ (# of Units) x _____ (Unit Price) = (\$) _____

Any questions regarding this request should be directed to and authorized by:

Name Phone Number

FOR DPSS USE ONLY (DO NOT WRITE BELOW THIS LINE)

If amount authorized is different from the amount requested, please explain:

MRU Authorization _____ Date _____

Amount Authorized _____

Invoice Number _____

PO Number _____

DEPARTMENT OF PUBLIC SOCIAL SERVICES FORMS

Mailing Instructions: When completed, these forms will summarize all of your claims for payment. Your Claims Packet will include DPSS 2076A, 2076B (if required), invoices, payroll verification, and copies of canceled checks attached, receipts, bank statements, sign-in sheets, daily logs, mileage logs, and other back-up documentation needed to comply with Contract/MOU.

Mail Claims Packet to address shown on upper left corner of DPSS 2076A. [see method, time, and schedule/condition of payments).

(Please type or print information on all DPSS Forms.)

DPSS 2076A CONTRACTOR PAYMENT REQUEST

"Remit to Name"

The legal name of your agency.

"Address" "City, State, and Zip Code"

The remit to address used when this contract was established for your agency. All address changes must be submitted for processing prior to use.

"Contract Number"

Can be found on the first page of your contract.

"Amount Requested"

Fill in the total amount and billing period you are requesting payment for.

"Payment Type"

Check the box and enter the dollar amount for the type(s) of payment(s) you are requesting payment for.

"Any questions regarding..."

Fill in the name and phone number of the person to be contacted should any questions arise regarding your request for payment.

EVERYTHING BELOW THE THICK SOLID LINE IS FOR DPSS USE ONLY AND SHOULD BE LEFT BLANK.

