

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



ITEM: 3.20  
(ID # 21742)

MEETING DATE:  
Tuesday, June 13, 2023

FROM : PUBLIC SOCIAL SERVICES:

**SUBJECT:** DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Approve Amendment No. 2 to Agreement (DPSS-0003074) with Child and Family Policy Institute of California for Efforts to Outcomes Sublicense Software Services without seeking competitive bids to increase the total contract aggregate amount through June 30, 2026; All Districts. [Total Increase: 37,200; Total Aggregate Cost: \$255,850; up to \$51,170 in additional compensation; Funding: 37% Federal, 3% State, 8% County, 52% Realignment]

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

1. Approve Amendment No. 2 to the Professional Services Agreement with Child and Family Policy Institute of California for Efforts to Outcomes Sublicense Software Services without seeking competitive bids to increase the total contract aggregate amount by \$37,200 from \$218,650 to \$255,850, through the current expiration date of June 30, 2026, and authorize the Chair of the Board to sign the amendment on behalf of the County.
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

5/9/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Jeffries, Washington, and Gutierrez  
Nays: None  
Absent: Spiegel, Perez  
Date: June 13, 2023  
xc: DPSS

Kimberly A. Rector  
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	\$7,400	\$37,200	\$0
<b>NET COUNTY COST</b>	\$0	\$592	\$2,976	\$0
<b>SOURCE OF FUNDS: Federal 37%, State 3%, County 8%, Realignment 52%</b>			<b>Budget Adjustment:</b>	<b>No</b>
			<b>For Fiscal Year:</b>	23/24-25/26

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

**BACKGROUND:**

**Summary**

The Child and Family Policy Institute of California (CFPIC), in conjunction with UC Berkeley California Social Work Education Center (CALSWEC), with funding from the State, supports counties to collect child welfare data that is not included in the State’s Child Welfare System Case Management System (CWS/CMS). CFPIC is no longer utilizing the services of a third-party tool that was provided by Social Solutions for this date collection called Efforts to Outcomes (ETO). CFPIC provides ETO to counties at cost.

Currently, the total number of Users of the Software is limited to one-hundred seventy-two (172). With this amendment, the total number of users will increase to two hundred (200) users, with additional licenses allowed via written request by County. As the subscription cost continue to rise for CFPIC, they are requesting that the license costs for the excess user logins be increased by \$25.00 per license annually over the next three (3) fiscal years from July 1, 2023 through June 30, 2026. There will not be an increase to the site access base price of \$2,400.00 per year.

**Impact on Residents and Businesses**

Utilizing CFPIC’s ETO module for the Resource Family Approval program will assist DPSS to meet the State mandate for this program. It will also provide standardized reporting tools used by other counties throughout the State.

**Additional Fiscal Information**

The total contract amount, including the additional funds of \$37,200 are within the department’s budget. The total annual payments to CFPIC are not to exceed the following Amendment No. 2 amounts:

<b>FISCAL YEAR PERIOD</b>	<b>Amendment No. 1 Amounts</b>	<b>INCREASE</b>	<b>Amendment No. 2 Amounts</b>
July 1, 2021 through June 30, 2022	\$18,650	\$0	\$18,650
July 1, 2022 through June 30, 2023	\$50,000	\$0	\$50,000
July 1, 2023 through June 30, 2024	\$50,000	\$7,400	\$57,400

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July 1, 2024 through June 30, 2025	\$50,000	\$12,400	<b>\$62,400</b>
July 1, 2025 through June 30, 2026	\$50,000	\$17,400	<b>\$67,400</b>
<b>Total</b>	<b>\$218,650</b>	<b>\$37,200</b>	<b>\$255,850</b>

**Contract History and Price Reasonableness**

On January 1, 2017, the State implemented a new mandated program titled, the Resource Family Approval (RFA) Program. This program is to implement a unified, family friendly and child centered RFA process to streamline licensing foster family homes, approve relatives and non-relative extended family members as foster care providers along with approving adoptive families.

CFPIC has developed a module in ETO to collect mandated data for RFA including quarterly reports on the number of prospective Resource Families with a child or non-minor dependent placed in a home pending completion of RFA, whose psychosocial assessment or caregiver training has exceeded 90 calendar days of the date of placement, a summary of the reasons for the delay, and logs of Resource Families that were approved, denied or rescinded.

The original DPSS-0003074 CFPIC Agreement and Sole Source Justification #144680962 dated June 29, 2021 was budgeted for a yearly amount under \$50,000. Amendment No. 1 was executed on August 10, 2022 and the amended Sole Source Justification #158773602 was approved on August 30, 2022, to increase the total aggregate amount. Both the original agreement and Amendment No. 1 were executed under the Purchasing Authority per Ordinance No. 459. The total number of Users of the Software was increased to one-hundred seventy-two (172). The second amended Sole Source Justification #23-215 was approved on June 1, 2023, for a total aggregate amount of \$255,850. The TSOC was approved on June 2, 2021 per Board policy H-11.

**ATTACHMENTS:**

- A. Amendment No. 2 to Agreement DPSS-0003074 with the Child and Family Policy Institute of California
- B. Amended #2 - Sole Source Justification #23-215
- C. RCIT Procurement Form#PR2021-11481

*Meghan Hahn*  
Meghan Hahn, Deputy Director of Procurement

5/13/2023

*Gregg Gu*  
Gregg Gu, Chief Deputy County Counsel

6/7/2023

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
AMENDMENT No. 2 WITH

CHILD AND FAMILY POLICY INSTITUTE OF CALIFORNIA

EFFORTS TO OUTCOMES SUBLICENSE SOFTWARE

<b>AGREEMENT:</b>	DPSS-0003074
<b>ORIGINAL PERIOD OF PERFORMANCE:</b>	July 1, 2021 through June 30, 2022, with four (4) annual options to renew
<b>RENEWED PERIOD OF PERFORMANCE:</b>	July 1, 2023 through June 30, 2026
<b>EFFECTIVE DATE OF AMENDMENT:</b>	July 1, 2023
<b>ANNUAL MAXIMUM REIMBURSABLE AMOUNT for FY 23/24:</b>	\$ 57,400.00

This Amendment No. 2 ("Amendment No.2"), effective July 1, 2023 ("Effective Date"), renews and extends that certain Agreement DPSS-0003074 ("Agreement") for Efforts to Outcome (ETO) Sublicense Software services dated June 29, 2021 by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (DPSS), hereinafter referred to as COUNTY, and an affiliate of the Child and Family Policy Institute of California ("CFPIC"), a nonprofit corporation, hereinafter referred to as CONTRACTOR.

**RECITALS**

**WHEREAS**, the Parties previously entered into the Agreement for software sublicense services;

**WHEREAS**, Section 4 of the Agreement provided for a term of one (1) year, commencing July 1, 2021 through June 30, 2022, ("Initial Term"), and further provided for the renewal for up to four (4) annual renewal options through June 30, 2026, at COUNTY'S sole option;

**WHEREAS**, COUNTY and CONTRACTOR previously entered into that certain Amendment No. 1, #DPSS-0003074 exercising the first option to renew effective July 1, 2022 through June 30, 2023; and

**WHEREAS**, COUNTY and CONTRACTOR desire to amend the Agreement to modify the term, increase the number of users of the software and increase the budget upon the terms and conditions as set forth below; and

**NOW THEREFORE**, in consideration of their mutual covenants, COUNTY and CONTRACTOR agree to renew 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 Section 4) License Term, to read:

This Agreement is effective July 1, 2021 and rights and obligations of each party shall remain in force and effect until June 30, 2026, or at which time the Agreement is terminated according to the terms and conditions stated in Section 13: "Termination."

3. Delete Section 3) c "PAYMENT TERMS", and replace with the following:

The total aggregate payments to CONTRACTOR shall not exceed:

FISCAL YEAR PERIOD	ANNUAL PAYMENT
July 1, 2021 through June 30, 2022	\$18,650.00
July 1, 2022 through June 30, 2023	\$50,000.00
July 1, 2023 through June 30, 2024	\$57,400.00
July 1, 2024 through June 30, 2025	\$62,400.00
July 1, 2025 through June 30, 2026	\$67,400.00
<b>Total</b>	<b>\$255,850.00</b>

4. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged and in full force and effect.
5. **Effective Date.** This Amendment No.2 DPSS-0003074 shall become effective July 1, 2023.

**IN WITNESS WHEREOF**, the undersigned authorized representatives of the parties have executed this Amendment No.2 to the Agreement.

County of Riverside

Child and Family Policy Institute of California

*Kevin Jeffries*

*stuart Oppenheim*

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Kevin Jefferies  
Chairman of the Board

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Stuart Oppenheim  
Executive Director

Jun 14, 2023

Apr 17, 2023

Date

Date

Approval as to Form  
County Counsel  
Minh C. Tran

By: *Katherine Wilkins*  
Katherine Wilkins  
Deputy County Counsel

Apr 18, 2023  
Date

ATTEST:  
Kimberly Rector, Clerk

By: *Breanna Smith*