

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



**ITEM: 3.44
(ID # 22561)**

MEETING DATE:
Tuesday, August 01, 2023

FROM : PROBATION:

SUBJECT: PROBATION DEPARTMENT: Ratify and Approve Amendment No. 1 to the Professional Services Agreement with Goodwill Industries of Southern California to provide Employment Services for the Probation Department Day Reporting Centers without seeking competitive bids through June 30, 2024; Districts 1 & 3. [Total Cost \$129,440; up to \$12,944 in additional compensation - 100% State Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and Approve Amendment No. 1 to the Professional Service Agreement with Goodwill Industries of Southern California for employment services, without seeking competitive bids, to extend the contract period for an additional one-year through June 30, 2024 with no change in the original contract amount not to exceed \$129,440 annually;
2. Authorize the Chairman of the Board to execute the Amendment on behalf of the County; and
3. 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 sign amendments that exercise the options of the Agreement including modifications of the scope of service that stay within the intent of the Agreement; and sign amendments to the compensation provisions that do not exceed the sum total of ten percent (10%) annually.

ACTION:Policy

Christopher Wright

Christopher Wright, Chief Probation Officer 7/14/2023

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Jeffries, Spiegel, Perez, Washington, and Gutierrez
Nays: None
Absent: None
Date: August 1, 2023
xc: Probation

Kimberly A. Rector
Clerk of the Board
By: *Kimberly A. Rector*
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	\$129,440	\$ 0	\$129,440	\$ 0
NET COUNTY COST				
SOURCE OF FUNDS: 100% State Funds			Budget Adjustment:	No
			For Fiscal Year:	23/24

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

On March 26, 2019 (Item 3.14), the Board of Supervisors approved the Professional Service Agreement with Goodwill Industries of Southern California to provide employment services at the Riverside and Temecula Day Reporting Centers (DRC). The primary goal of the employment services program is to secure long-term employment for disadvantaged and underemployed participants at the two DRCs located in Riverside and Temecula. Employment placement will assist former offenders to become self-sufficient, productive members of society and should consequently reduce recidivism rates in Riverside County.

The Purchasing department on behalf of the Probation Department released a Request for Proposal (RFP) seeking contractors to provide re-entry and outreach services for Riverside County Day Reporting Centers for adult clients residing throughout Riverside County. The Purchasing Department is in the final stages of awarding a vendor. However, to avoid gaps in service delivery, the department is requesting a one-year extension of the current contract with Goodwill Industries of Southern California. This Amendment No. 1 will increase the period of performance through June 30, 2024.

Impact on Residents and Businesses

Public safety is increased when those released from state and local detention facilities are successfully integrated into their communities and do not commit additional crimes.

Contract History and Price Reasonableness

County Purchasing, on behalf of the Probation Department, released Request for Proposal (RFP) PRARC-084 on November 19, 2018, that was sent to fifty-six (56) vendors. Three responses were received. The proposals received were reviewed by an evaluation team consisting of representatives from the Purchasing Department and the Probation Department.

Based on the overall summation of the proposals submitted, Goodwill Industries of Southern California was selected as the most responsive/responsible bidder to provide employment services at the Riverside and Temecula DRCs.

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

Single Source Justifications for Goodwill Industries of Southern was reviewed and approved by the County of Riverside Purchasing and Fleet Services Department on July 12, 2023. Single Source Justification Number 24-014 was issued for the vendor.

Meghan Hahn
Meghan Hahn, Deputy Director of Procurement 7/18/2023

Michelle Paradise
Michelle Paradise, ACEO 7/26/2023

Kristine Bell-Valdez
Kristine Bell-Valdez, Supervising Deputy County Counsel 7/25/2023

COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA

Original Contract Term:	3/26/2019 through 6/30/2023
Contract Term Extended To:	6/30/2024
Effective Date of Amendment:	7/1/2023
Annual Maximum Contract Amount:	\$129,440
Contract ID: PRARC-91885-002-06/23	

This Amendment No.1 to the Personal Service Agreement is entered into by and between the County of Riverside, a political subdivision of the State of California (COUNTY), and Goodwill Industries of Southern California, a California nonprofit corporation (CONTRACTOR), effective July 1, 2023.

WHEREAS, COUNTY and CONTRACTOR entered into that Personal Service Agreement for Employment Services at the Riverside and Temecula Day Reporting Centers (DRC's), effective March 26, 2019 through June 30, 2023 (the "Agreement"); and

WHEREAS COUNTY and CONTRACTOR now desire to amend the Agreement to extend the period of performance through June 30, 2024.

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


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 deleted in its entirety and replaced with the following: "This Agreement shall be effective March 26, 2019 and continues in effect through June 30, 2024, unless terminated earlier."
3. Per Section 3.1 of the Agreement, maximum payments by COUNTY to CONTRACTOR shall not exceed one hundred, twenty-nine thousand, four hundred, and forty dollars (\$129,440) annually, including all expenses, through the Agreement's amended termination date of June 30, 2024.
4. The Effective Date of this Amendment No. 1 to the Agreement is July 1, 2023.
5. This Amendment No. 1 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 Amendment agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ((11CUETA") 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.
6. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

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COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA

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

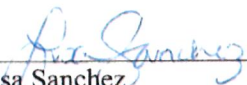
By: 
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: 08/01/2023

Goodwill Industries of Southern
California, a California non-profit corporation

By: 
Patrick McClenahan
President and CEO
Dated: 07/13/23

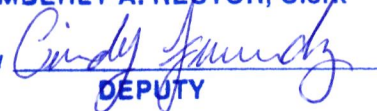
APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

07/13/23

By: 
Lisa Sanchez
Deputy County Counsel

Dated: 7/18/2023

ATTEST:
KIMBERLY A. RECTOR, Clerk

By: 
DEPUTY

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COUNTY OF RIVERSIDE
AMENDMENT NO. 1 TO THE AGREEMENT
WITH
GOODWILL INDUSTRIES OF SOUTHERN CALIFORNIA

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

**Goodwill Industries of Southern
California**, a California non-profit corporation

By: _____
Kevin Jeffries, Chairperson
Board of Supervisors
Dated: _____

By:  _____
Patrick McClenahan
President and CEO
Dated: 7/13/23

APPROVED AS TO FORM:
MINH C. TRAN
County Counsel

By: _____
Lisa Sanchez
Deputy County Counsel

Dated: _____

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RIVERSIDE COUNTY PROBATION DEPARTMENT

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Date: July 12, 2023

From: Christopher H. Wright, Chief Probation Officer

To: Board of Supervisors/Purchasing Agent

Via: Cherilyn Williams, Chief Deputy Probation Administrator

Subject: Sole or Single Source Procurement; Request for Approval of Amendment No. 1 for Employment Services

The below information is provided in support of my department requesting approval for a sole or single source. *(Outside of a duly declared emergency, the time to develop a statement of work or specifications is not in itself justification for sole or single source.)*

1. **Supplier being requested:** Goodwill Industries of Southern California

2. **Vendor ID:** 0000085259

3. **Single Source** **Sole Source**

(Single Source - is a purchase of a commodity or service without obtaining competitive bids although more than one source is available)

(Sole Source - is a purchase of a commodity or service that is proprietary or no other vendor is qualified or willing to meet the county specified requirements)

4. **Have you previously requested and received approval for a sole or single source request for this vendor for your department?** *(If yes, please provide the approved sole or single source number).*

Yes No

SSJ# _____

4a. **Was the request approved for a different project?**

Yes No

5. **Supply/Service being requested:**

Employment services for the reentry of formerly incarcerated adults through the County of Riverside Probation Department's Day Reporting Centers (DRC) in Riverside and Temecula. Services are requested for July 1, 2023 to June 30, 2024.

6. Unique features of the supply/service being requested from this supplier.

Goodwill Industries of Southern California has operated as a contracted vendor with the Probation Department since they were awarded a contract (PRARC-91885-002) through the competitive bid process to provide employment services at the Riverside and Temecula DRC in 2019. The Probation Department is currently working with County Purchasing on a Request for Proposal (RFP) for a vendor to operate the DRCs on behalf of the department. The contracted DRC operator will be responsible for all services offered at the DRC including employment services. To ensure there are no gaps in service delivery, the department would like to extend the current contract with Goodwill Industries of Southern California.

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

County Purchasing, on behalf of the Probation Department, released Request for Proposal (RFP) PRARC-084 on November 19, 2018, for employment services within the department's DRCs. Based on the overall summation of the proposals submitted, the evaluation team selected Goodwill Industries of Southern California as the most responsive/responsible bidder to provide the Probation Department, Riverside DRC and Temecula DRC with employment services. The original contract term was 2/28/2019 to 6/30/2023.

The Probation Department is currently working with County Purchasing on a Request for Proposal (RFP) for a vendor to operate the DRCs on behalf of the department. The contracted DRC operator will be responsible for all services offered at the DRC including employment services.

To ensure that there is no interruption to services delivery, the Probation department would like to extend the current contract with Goodwill Industries of Southern California for an additional year. The vendor is currently in good standing with our department.

8. Period of Performance: From: 7/1/2023 to 6/30/2024
(total number of years)

Is this an annually renewable contract? No Yes
Is this a fixed-term agreement: No Yes

9. Identify all costs for this requested purchase. In addition, please include any single or sole source amounts previously approved and related to this project and vendor in the section designated below for current and future fiscal years. 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. (Note: ongoing costs may include but are not limited to subscriptions, licenses, maintenance, support, etc.)

Description:	FY_23/24_	Total
Total Costs	\$129,440	\$129,440

Note: Insert additional rows as needed

10. Price Reasonableness: *(Explain why this price is reasonable or cost effective – were you provided government discounted pricing? Is this rate/fee comparable to industry standards?)*

Annual cost will remain the same from the previous executed contract.

11. Projected Board of Supervisor Date (if applicable): 8/1/2023

(Draft Form 11s, service agreement and or quotes must accompany the sole source request for Purchasing Agent approval.)

Christopher H. Wright

Christopher H. Wright

7/12/23

Department Head Signature
(or designee)

Print Name

Date

The section below is to be completed by the Purchasing Agent or designee.

Purchasing Department Comments:

Approve

Approve with Condition/s

Disapprove

Condition/s:

Not to exceed:

One-time \$ _____

Annual Amount \$ 129,400 / per fiscal year through 6/30/24 (date)
(If Annual Amount Varies each FY)

FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____

Meghan Hahn

7/12/23

24-014

Purchasing Agent

Date

Approval Number

(Reference on Purchasing Documents)