

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



**ITEM: 3.29
(ID # 23899)**

MEETING DATE:
Tuesday, January 23, 2024

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM-PUBLIC HEALTH: Ratify and Approve Amendment No. 2 to Professional Services Agreement No. 21-004 with California Black Women's Health Project for Community Doula Services Program Intervention Without Seeking Competitive Bids; All Districts [Total Amended Amount \$182,086; up to \$66,209 in additional compensation – 100% State]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Amendment No. 2 to Professional Services Agreement No. 21-004 with California Black Women's Health Project for Community Doula Services Program Interventions to increase the total aggregate contract amount by \$182,086 from \$480,000 to \$662,086 without seeking competitive bids;
2. Authorize the Chair of the Board to sign Amendment No. 2 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 any certifications, reports or amendments to the Agreement that include (a) modifications to the statement of work or the performance period that stay within the intent of the Agreement; and (b) modifications to the compensation provisions that do not exceed the sum total of ten percent (10%) of the total aggregate contract amount.

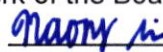
ACTION:Policy


Kim Saruwatari, Director of Public Health 1/11/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, 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 Gutierrez
Nays: None
Absent: None
Date: January 23, 2024
xc: RUHS-PH

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	\$182,086	\$0	\$ 662,086	\$0
NET COUNTY COST	\$0	\$0	\$ 0	\$0
SOURCE OF FUNDS: 100% State			Budget Adjustment:	No
			For Fiscal Year:	23/24

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The purpose of the Perinatal Equity Initiative (PEI) grant is to deepen the understanding of the gaps in services within the Black community contributing to increased infant mortality rates, to implement the promising interventions that reduce Black infant mortality through stakeholder engagement meetings, and the initiation of PEI to the local county Black Infant Health (BIH) programs.

Despite the success of the current Riverside County Black Infant Health (BIH) program, the rate of mortality among Black infants continues to be two to four times higher than rates of other groups statewide.

The California Department of Public Health's PEI continues to focus on improving Black infant birth outcomes and reducing Black infant mortality through an array of interventions that are designed to work in parallel with the BIH intervention model. In order to help women understand their risks and try to reduce them, BIH offers social support, stress management and empowerment with an emphasis on prenatal/postpartum group dynamics supplemented with one-on-one life planning sessions.

Impact on Residents and Businesses

The early intervention program will help vulnerable families get off to a solid start by helping to ensure the emotional, physical, and developmental care of California's children.

Additional Fiscal Information

The California Perinatal Initiative is a 100% State funded grant that requires Riverside University Health System – Public Health (RUHS-PH) to subcontract with Community-Based Organizations (CBOs) to provide services to the community. California Black Women's Health Project is the subcontractor providing services throughout Riverside County. There is no impact to County General Funds. The funding for each fiscal year, including the additional funding for Amendment No. 2, is as follows:

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

Fiscal Year	Amount
20/21	\$120,000
21/22	\$120,000
22/23	\$120,000
23/24	\$302,086
Total	\$662,086

Contract History and Price Reasonableness

Riverside County Purchasing and Fleet Services, on the behalf of RUHS-PH, issued a bid solicitation on March 9, 2020, to seek qualified bidders to provide Community Doula Services Program Intervention as outlined in Request for Qualifications (RFQu) HSARC-315. On December 8, 2020, Action Item 3.19, the Board of Supervisors approved Agreement #21-004 with California Black Women's Health Project for Community Doula Services Program Intervention for the performance period of December 8, 2020, through June 30, 2022, in the amount of \$240,000.

RUHS-PH's Maternal, Child, and Adolescent Health (MCAH) Branch received two (2) additional years of funding from the State and extended the agreement with California Black Women's Health Project with approval by the Board of Supervisors on January 10, 2023, on Agenda Item 3.39 via a Single Source Justification.

RUHS-PH's MCAH Branch is now seeking to add additional funds to the Agreement utilizing roll-over funds from the State to enhance their services to the community. RUHS-PH is requesting approval of the amendment as a Single Source since the services are already being provided by California Black Women's Health Project; initiating services with another CBO this far along in the project would not be cost effective. Purchasing and Fleet Services has reviewed and supports the Single Source Justification document.

ATTACHMENTS:

ATTACHMENT A. Amendment No. 2 to the Professional Services Agreement with California Black Women's Health Project

ATTACHMENT B. Single Source Justification Document

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

Meghan Hahn

Meghan Hahn, Director of Procurement

1/16/2024

Douglas Ordóñez Jr.

Douglas Ordóñez Jr.

1/17/2024

Gregg Gu

Gregg Gu, Chief Deputy County Counsel

1/16/2024

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE AND
CALIFORNIA BLACK WOMEN'S HEALTH PROJECT

Amended Contract Term:	December 8, 2020, through June 30, 2024
Effective Date of Amendment:	July 1, 2023
Original Maximum Contract Amount as Amended:	\$480,000
Amended Maximum Contract Amount:	\$662,086 (an increase of \$182,086)
Contract ID:	21-004

This Amendment No. 2 to the Professional Services Agreement for Community Doula Services Program Interventions ("Amendment No. 2"), is effective July 1, 2023 ("Effective Date"), by and between the County of Riverside, a political subdivision of the State of California, on behalf of its Riverside University Health System - Public Health ("COUNTY"), and California Black Women's Health Project., a California nonprofit corporation ("CONTRACTOR"). COUNTY and CONTRACTOR are collectively referred to as the "Parties" and or individually as the "Party."

RECITALS

WHEREAS, the Parties entered into that certain Professional Services Agreement for Community Doula Services Program Interventions, effective as of December 8, 2020 ("Agreement"); and

WHEREAS, the Parties entered into that certain Amendment No 1. to the Professional Services Agreement to extend the Period of Performance and increase the Compensation; and

WHEREAS, the Parties now desire to amend the Agreement to revise the Compensation Provisions, and update Exhibit B-1, Payment Provisions.

NOW, THEREFORE, in consideration of the foregoing, and the promises and mutual covenants and conditions hereinafter set forth, the Parties hereby do agree as follows:

1. **Recitals.** The recitals set forth above are true and correct and incorporated by this reference.

2. **Compensation.** Section 4.1 in this Agreement is hereby deleted in its entirety and replaced with the following:

4.1 The COUNTY shall pay the CONTRACTOR for services performed, products provided, and expenses incurred in accordance with the terms of Exhibit B-2, Payment Provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed six hundred sixty-two thousand, eighty-six dollars (\$662,086) including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B-2, COUNTY shall not be responsible for payment of any CONTRACTOR's expenses related to this Agreement.

3. **Exhibit B-1, Payment Provisions,** is deleted in its entirety and replaced with Exhibit B-2 attached hereto and incorporated by this reference.

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE AND
CALIFORNIA BLACK WOMEN'S HEALTH PROJECT


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

[SIGNATURES ON FOLLOWING PAGE]

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE AND
CALIFORNIA BLACK WOMEN'S HEALTH PROJECT


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: 
Chair
Board of Supervisors

Dated: 1/23/24

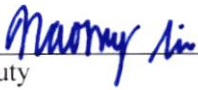
CALIFORNIA BLACK WOMEN'S
HEALTH PROJECT

By: 
Sonya Young Aadam
CEO

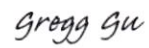
Dated: Dec 28, 2023

ATTEST:

Kimberly Rector
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: 
Gregg Gu
Chief Deputy County Counsel

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
 BETWEEN
 COUNTY OF RIVERSIDE AND
 CALIFORNIA BLACK WOMEN'S HEALTH PROJECT

**EXHIBIT B-2
 PAYMENT PROVISIONS**

CONTRACTOR shall be entitled to receive payment for services rendered as follows:

A. Itemized Budget

Budget Item	Description	Year 1	Year 2	Year 3	Year 4	Total
Salary & Benefits	Program Coordinator, Program Trainer/Facilitator	\$ 95,000	\$ 95,000	\$ 95,000	\$ 275,311	\$ 560,311
Operating Expenses	Curriculum Materials, RBM Program, Program Advertising, Program Incentives.	\$ 13,798	\$ 13,798	\$ 13,798	\$ 15,573	\$ 56,967
Travel & Training	Travel Expenses for Mandatory Meetings, Orientation & Trainer Fees, Mileage Reimbursement, and Training Materials	\$ 5,700	\$ 5,700	\$ 5,700	\$ 5,700	\$ 22,800
Overhead / Indirect Cost		\$ 5,502	\$ 5,502	\$ 5,502	\$ 5,502	\$ 22,008
Total		\$ 120,000	\$ 120,000	\$ 120,000	\$302,086	\$662,086

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE AND
CALIFORNIA BLACK WOMEN'S HEALTH PROJECT

B. Fiscal

The maximum amount reimbursable shall not exceed six hundred sixty-two thousand, eighty-six dollars (\$662,086) for the duration of the Agreement period as awarded by the County of Riverside, Department of Public Health.

1. Method, Time, and Schedule Conditions of Payment

1.1. The COUNTY will disburse funds on a reimbursement payment process based on the Agreement line Itemized Budget (Exhibit B-2) amount for the applicable fiscal year and monthly reporting submissions. Payment will be rendered thirty (30) business days from submission of all required documentation and/or the reporting deadline.

1.2. Disbursement of any payment of funds to CONTRACTOR shall be made so long as all of the following conditions have been met:

1.2.1. The Agreement has been approved by the County;

1.2.2. The Agreement has been fully executed by all parties;

1.2.3. All applicable licenses in order to comply with the terms of the Scope of Services (Exhibit A-1) are current and valid; and

1.2.4. The CONTRACTOR submits monthly itemized invoices by the 10th of the month, via email to PHNContractReporting@rivcocha.org, the MCAH Administrative Analyst to include the supporting documentation separated by a cover sheet in front of each expense category. Documentation shall include labor hours, labor distribution, journal query, expense query, mileage query, and bilingual query. CONTRACTOR should maintain supporting documentation for all expenses (i.e.: timesheets, payroll registers, invoices with supporting documentation) for auditing purposes. and

1.2.5. COUNTY staff has reviewed and approved the Cost Allocation Plan (if applicable).

1.3 The Director, or designee, reserves the right to withhold or reduce disbursement of funds if CONTRACTOR fails to 1) comply with monthly and/or quarterly reports by the indicated due date as set forth in Section 4.3 of the Agreement; 2) if results achieved are not as projected and no COUNTY approved plan is in place for

AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN
COUNTY OF RIVERSIDE AND
CALIFORNIA BLACK WOMEN'S HEALTH PROJECT

improvement; or 3) if the CONTRACTOR is not in compliance with any provision contained within this Agreement.

- 1.4** The final funding period amount approved for the applicable fiscal year will be paid based on final expenditures as of June 30th, and reported as of July 10th, which is the final deadline to submit program expenditures. Expenditures made after June 30, 2024, will not be accepted.

2. Allowable Costs

Funds provided pursuant to this Agreement shall be expended by Contractor in accordance with the Exhibit B-2 Payment Provisions.

- 2.1.** Such specified expenditures will be further limited to those that are considered both reasonable and necessary as determined by the COUNTY. CONTRACTOR agrees COUNTY may recover any payments for services or goods, including rental of facilities, which were not reasonable and necessary, or which exceeded the fair market value. The recovery shall be limited to payments over and above reasonable or fair market amounts and any costs of recovery.

- 2.2.** The reasonable and allowable reimbursement rate for use of motor vehicles, travel expenses and food are based on the current IRS allowable rate. CONTRACTOR shall obtain approval for all overnight travel and out of State travel as it relates to services provided in this Agreement. Reimbursement as it relates to pre-approved travel will be based on the Federal allowable rate. Request must be submitted in writing thirty (30) days in advance of travel date and travel must be approved in advance by Maternal, Child and Adolescent Health Management.

 **Riverside
University
HEALTH SYSTEM**
Public Health

Date:

From: Kim Saruwatari, Director, Public Health

To: Board of Supervisors/Purchasing Agent

Via: Stephanie Bryant, 951-358-5516, Reconda Armijo, 951-358-6473

Subject: Sole or Single Source Procurement; Ratify and approve single source agreement with California Black Women's Health Project to provide Community Doula Services under the Perinatal Equity Initiative.

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:** California Black Women's Health Project

2. **Vendor ID:** 0000242534

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:**

(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. All insurance requirements must be met prior to work commencement. See the Risk Management website for vendor insurance requirements.)

Kim Saruwatari, M.P.H., Director Geoffrey Leung, M.D., Public Health Officer

4065 County Circle Drive, Riverside, Ca. 92503 / 951.358.7036 / www.rivcoph.org



Public Health

Ratify and approve single source agreement with California Black Women's Health Project (CABWHP) to provide Community Doula Services under the Perinatal Equity Initiative. The Maternal Child and Adolescent Health (MCAH) branch conducted an RFQ in April 2020 seeking bids for services. CABWHP was selected from the RFQ process. The Sankofa Birthworkers Collective of the Inland Empire (SBCIE) is the actual doula agency that provides the doula services. CABWHP serves as their fiscal sponsor. MCAH has since received additional funds to continue the program for an additional 2 years and seeks to extend the agreement with CABWHP to continue providing services for the extended grant funding period.

- 6. Unique features of the supply/service being requested from this supplier.** *(If this sole source request is due to proprietary software or machinery, or hardware, provide a supporting letter from the manufacturer. If this is a single source request provide an explanation of how this provides the best value for the County by selecting this vendor.)*

CABWHP has been providing culturally appropriate services to the community since December 2020 and have been working diligently to meet all deliverables outlined in the contract. With the additional funding, they will continue to provide Doula Services to the community.

Because CABWHP & SBCIE have a strong foundation for providing culturally appropriate services, especially to the target population outlined in this grant (Black/African American Women), they are by far the best value for the County. Additionally, both agencies, understand and value the importance of eliminating biases when serving populations with higher maternal and perinatal disparities, and recognize the depth of services and resources needed to ensure the most equitable and dignified care needed by each one of these individuals. The Inland Empire has a plethora of resources for populations, but when it comes to resources specific to populations that have been put at a disadvantage, it is lacking. Therefore, organizations such as CABWHP & SBCIE become crucial conduits for navigating the healthcare resources that exist, as well as connecting vulnerable populations to unique services such as this free doula service to ensure birthing families are afforded the most equitable opportunity to have healthy births just like any other race who experiences more favorable outcomes. Both agencies are highly in tune with community and understand the importance of community voices and helping them to navigate systems.

It should be noted that The California Black Women's Health Project (CABWHP) is the only statewide, non-profit organization that is solely committed to improving the health of California's 1.2 million Black women and girls through advocacy, education, outreach and policy. They focus on empowering Black women to take personal responsibility for their own health and to advocate for changes in policies that negatively affect Black women's health status.

Additionally, the Sankofa Birth workers of the Inland Empire is made up of birth workers from many professional backgrounds and skills sets. Their collective includes midwives, certified doulas, lactation consultants, community advocates and other supporters. They are deeply committed to providing high-level service while centering birthing families in a position of agency throughout the perinatal and postpartum experiences.

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

Kim Saruwatari, M.P.H., Director Geoffrey Leung, M.D., Public Health Officer



Public Health

These unique features outlined above are essential priorities for the Perinatal Equity Initiative. In 2018, recognizing an alarming statewide gap in Black infant mortality, the state Legislature passed the Budget Act of 2018, which included the establishment of the California Perinatal Equity Initiative (PEI) within the Department of Public Health. While declines in infant mortality have been achieved, the statewide mortality rate for Black infants continues to be two to four times higher than rates for other groups. The PEI aims to address the causes of persistent inequality and identify best practices to eliminate disparities in infant mortality.

The PEI complements programs and services offered through the Black Infant Health (BIH) Group Model. BIH is a group-based approach that provides services, information and social support to Black mothers to buffer the negative effects of racism and its consequences on women's environments and social experiences. PEI takes California's efforts to address racial disparities in infant mortality even further, promoting specific interventions designed to improve outcomes for Black mothers and their families.

As a result, it is imperative that the agencies providing the PEI interventions, are strongly connected to community residents, specifically the Black/African American community which has unique challenges that they face. Both the CABWHP & SBCIE can maneuver these challenges because they have staff that are culturally appropriate and many of whom identify as Black/African American, which is vital for these doula efforts.

The benefits to the County are numerous and include, Black/African American birthing women receiving free doulas who provide three prenatal, two postpartum and labor and delivery support; doulas are receiving opportunities to increase their skills through trainings such as lactation and perinatal mood disorders; birthing individuals that report that their doula was supportive of them during our virtual/in-person visits and when conducting follow-up visits; birthing individuals who report they initiated breastfeeding during their pregnancy due to support from their doula, as well as receiving virtual or in-person breastfeeding support from their doula; birthing individuals who report they feel their doula contributed positively to their birth experience; birthing individuals who report they did not have to experience a C-Section for their pregnancy; and finally birthing individuals who report they attended one or more postpartum visits with their healthcare provider after their pregnancy, which we know is crucial when catching complications during the first 45 days after delivery.

One final benefit is having community residents and birthing individuals who feel more at ease and comfortable when interfacing with doulas who relate to and understand much of what they are experiencing as a Black/African American woman in the Inland Empire.

8. Period of Performance: From: 7/1/2022__ to 6/30/2024__
(total number of years)

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

(A fixed-term agreement is set for a specific amount of time; it is not renewed annually. Ensure multi-year fixed-term agreements include a cancellation, non-appropriation of funds, or refund clause. If there is no clause(s) to that effect, then the agreement must be submitted to the Board for approval. No exemptions shall apply.)

Kim Saruwatari, M.P.H., Director

Geoffrey Leung, M.D., Public Health Officer

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 22/23	FY 23/24	Total
One-time Costs:			
CABWHP	\$120,000	\$120,000	\$240,000
Ongoing Costs:			
(Insert description)			
Previous SSJ Approved Amounts:			
(Insert description)			
Total Costs			

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?)
The MCAH branch conducted an RFQu in April of 2020 and the contractor was selected through the competitive bid process using the program established guidelines.

11. **Projected Board of Supervisor Date (if applicable):** no later than May 10, 2022
(Draft Form 11s, service agreement and or quotes must accompany the sole source request for Purchasing Agent approval.)

Kim Saruwatari Kim Saruwatari 04/26/2022
Department Head Signature Print Name Date
(or designee)

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

Kim Saruwatari, M.P.H., Director Geoffrey Leung, M.D., Public Health Officer


Riverside University
HEALTH SYSTEM
 Public Health

Purchasing Department Comments:

Approve

Approve with Condition/s


Disapprove

Condition/s:

 Note - Ratification _____

Not to exceed:

- One-time \$ _____
- Annual Amount \$ 120,000 / per fiscal year through 6/30/2024 (date)
 (If Annual Amount Varies each FY)
 FY 2223 : \$ 120,000
 FY 2324 : \$ 120,000
 FY _____ : \$ _____
 FY _____ : \$ _____
 FY _____ : \$ _____

 Suzanna Hinckley, Assistant Director Purchasing Agent	_____ Date	<u>22-079</u> Approval Number (Reference on Purchasing Documents)
---	---------------	---

10/18/23 Amendment #1: RUHS-PH is requesting approval to amend the SSJ to increase the total for FY23/24 to \$182,086 for a new combined SSJ total of \$422,086. That will bring the contract total to \$662,086, with the first 2 years of the contract being competitively bid. MCAH has received roll-over funding to provide to the vendor for continued services. The period of performance will not be extended at this time. This will be presented to the Board for approval by 12/8/23 or sooner.

RUHS-PH Approval: Rachelle Roman 10/19/2023

County Purchasing Approval: Meaghan Hahn 10/24/23 22-079a

Note: Ratification for FY 23/24 - Total amount for 23/24 to increase BY \$182,086 for a FY total NTE \$302,086. Item meets threshold for requiring BOS approval.