

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



ITEM: 3.34
(ID # 23785)

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. 20-012 with Sigma Beta Xi Inc., for Fatherhood Initiative Services Without Seeking Competitive Bids to Extend the Period of Performance Through June 30, 2024; All Districts [Total Amended Amount \$103,450; up to \$58,345 in additional compensation – 100% State]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Amendment No. 2 to the Professional Services Agreement with Sigma Beta Xi Inc., for Fatherhood Initiative Services to increase the total aggregate contract amount by \$103,450 from \$480,000 to \$583,450 without seeking competitive bids and to extend the period of performance through June 30, 2024;
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 subsequent 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.

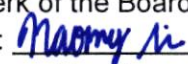
ACTION: Policy


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

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$103,450	\$0	\$583,450	\$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 (CDPH) 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 to 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

No County General Funds will be required for these services. The California Perinatal Initiative is 100% grant funded and requires the County to subcontract with Community-Based Organizations (CBOs) to provide services to the community. Sigma Beta Xi Inc. is the subcontractor providing services throughout Riverside County. The funding for each fiscal year, including the additional funding for Amendment No. 2, is as follows:

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Fiscal Year	Total
20/21	\$120,000
21/22	\$120,000
22/23	\$120,000
23/24	\$223,450
Total	\$583,450

Contract History and Price Reasonableness

Riverside County Purchasing and Fleet Services, on the behalf of Riverside University Health Systems - Public Health (RUHS-PH), issued a bid solicitation on April 8, 2020, to seek qualified bidders to provide Fatherhood Initiative Services as outlined in Request for Qualifications (RFQu) HSARC-316. Solicitations were accessed by 64 companies and advertised on the County Purchasing Public Purchase website. The County received 5 bid responses to this RFQu. Members of RUHS-PH, who comprised the Proposal Evaluation Team, reviewed the bid responses based on the criteria outlined in the RFQu, including budget narrative and the successful capability of implementation during Covid-19.

Based on the review of the bid responses submitted, Sigma Beta XI, Inc. was selected as the most responsive and responsible bidder to provide Fatherhood Initiative Services for Riverside County.

On December 8, 2020, Agenda Item 3.20, the Board of Supervisors approved the agreement with Sigma Beta Xi, Inc., for Fatherhood Initiative Services for the period of performance of December 8, 2020, through June 30, 2022, in the maximum aggregate amount of \$240,000.

The Board of Supervisors approved Amendment No. 1 to the Agreement on January 10, 2023, on Agenda Item 3.31, extending the period of performance through June 30, 2024, and increasing the contract amount by \$240,000 without seeking competitive bids.

The Maternal, Child and Adolescent Health (MCAH) Branch of RUHS-PH received additional grant funding and is seeking to extend the period of performance with Sigma Beta Xi, Inc. through June 30, 2024, and increase the contract amount by \$103,450..

RUHS-PH is requesting approval of the amendment as a Single Source since the services are already being provided by Maternal, Child, and Adolescent Health (MCAH) Branch; initiating services with another CBO this far along in the project would not be cost effective. Riverside County Purchasing and Fleet Services supports the Single Source Justification request.

ATTACHMENTS

ATTACHMENT A: Amendment No. 2 to the Professional Services Agreement with Sigma Beta Xi Inc.

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ATTACHMENT B: Single Source Justification Document



Meghan Hahn, Director of Procurement 1/16/2024



Douglas Ordóñez Jr. 1/17/2024



Gregg Gu, Chief Deputy County Counsel 1/17/2024

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AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
FOR FATHERHOOD INITIATIVE SERVICES
WITH SIGMA BETA Xi INC.

Amended Contract Term:	December 8, 2020 through June 30, 2022
Contract Term Extended To:	June 30, 2024
Effective Date of Amendment:	July 1, 2023
Original Maximum Contract Amount as Amended:	\$480,000
Amended Maximum Contract Amount:	\$583,450 (an increase of \$103,450)
Contract ID:	20-012

This Amendment No. 2 to the Professional Services Agreement for Fatherhood Initiative Services (“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 Sigma Beta Xi Inc., 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 Fatherhood Initiative Services, 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, update the Compensation Provisions, update Exhibit A, and update Exhibit B; and

WHEREAS, the Parties now desire to amend the Professional Services Agreement to revise the Compensation Provisions, and update Exhibit A-1, Scope of Services 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 five hundred eighty-three thousand, four hundred fifty dollars \$583,450 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.

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3. **Exhibit A-1, Scope of Services**, is deleted in its entirety and replaced with Exhibit A-2 attached hereto and incorporated by this reference.
4. **Exhibit B-1, Payment Provisions**, is deleted in its entirety and replaced with Exhibit B-2 attached hereto and incorporated by this reference.
5. **Effective Date**. This Amendment No. 2 shall become effective July 1, 2023.
6. **Miscellaneous**. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

SIGNATURES ON FOLLOWING PAGE

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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: *Chuck Washington*
CHUCK WASHINGTON, Chair
Board of Supervisors

Dated: 1/23/24

SIGMA BETA XI INC.,
a California nonprofit corporation

By: *Darrell A. Peeden*
Darrell Peeden, MPP
Vice President

Dated: Dec 20, 2023

ATTEST:

Kimberly Rector
Clerk of the Board

By: *Nanny Lin*
Deputy

APPROVED AS TO FORM:
Minh C. Tran
County Counsel

By: *Gregg Gu*
Gregg Gu
Chief Deputy County Counsel

JAN 23 2024

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EXHIBIT A-2

SCOPE OF SERVICES

Strategic Goal: Resilient Families

Program Overview

The mission of the California Perinatal Equity Initiative (PEI) under the 2018-2019 Budget Act is to expand the scope of interventions provided under the Black Infant Health (BIH) program. The California Legislature acknowledges that there continues to be a statewide gap between mortality rates for Black infants and their counterparts. While California's overall infant mortality rate ranks 3rd in the nation, the rate of mortality among Black infants continues to be two to four times higher than the rates for other groups statewide. At the same time preterm birth, which is the leading cause of infant death has increased for the third straight year in California.

The California Department of Public (CDPH) Health's PEI will 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 to 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.

Across the United States, including California, Black infants are twice as likely as White infants to die before reaching their first birthday. Therefore, reducing the disproportionate impact of infant mortality for African Americans is a major focus of California's infant mortality reduction efforts. Infant mortality is an important indicator of a population's health and the quality of its health care and is an essential tool for monitoring the health and well-being of infants, children, and families. Reducing the risk of infant death requires a comprehensive, multi-faceted life-course approach that addresses both individual and social determinants of health. Therefore, infant mortality reduction strategies must focus not only on improving birth outcomes (e.g., preterm delivery), but also on improving the health of the mother before pregnancy, during pregnancy and between pregnancy by addressing social and environmental factors that impact health.

California Perinatal Equality Initiative Goals

- Ensure program implementation, planning, evaluation and fiscal management in compliance with CDPH-MCAH Guidelines.
- Develop community grant to reduce Black Maternal and Infant Mortality/Morbidity by expanding the scope of interventions to compliment current Black Infant Health (BIH) Programming
- Incorporate Results Based Accountability (RBA) using the Clear Impact Scorecard to monitor program performance.
- Conduct local public awareness efforts that address birth outcome inequalities to improve prenatal health and birth outcomes for Black women and babies.

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- Conduct local CAB efforts around birth outcome inequalities to improve prenatal health and birth outcomes.

*Any reporting requirements, adjustments and/or updates to the Scope of Work submitted to CDPH will be supplied, adopted and/or amended by RUHS-PH and Sigma Beta Xi Inc., and amended in this agreement.

For each fiscal year of the contract period, the Contractor shall submit the deliverables identified below. All deliverables shall be submitted to the MCAH PEI Program Coordinator by e-mail no later than the due date.

Deliverables for each Fiscal Year

Monthly reports – Due by the 10th of each month

Quarterly reports – Contribute to the quarterly report to be completed by RUHS-PH MCAH branch, as necessary.

Annual report- Due by July 31st each year.

Reporting Period	From	To	Due Date
1) First Report	July 1 st	July 31 th	August 10 th
2) Second Report	August 1 st	August 31 st	September 10 th
3) Third Report	September 1 st	September 30 th	October 10 th
4) Fourth Report	October 1 st	October 31 st	November 10 th
5) Fifth Report	November 1 st	November 30 th	December 10 th
6) Sixth Report	December 1 st	December 31 st	January 10 th
7) Seventh Report	January 1 st	January 31 st	February 10 th
8) Eighth Report	February 1 st	February 28 th	March 10 th
9) Ninth Report	March 1 st	March 31 st	April 10 th
10) Tenth Report	April 1 st	April 30 th	May 10 th
11) Eleventh Report	May 1 st	May 31 st	June 10 th
12) Twelfth Report	June 1 st	June 30 th	July 10 th

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Contractor will implement a Fatherhood Initiative Services program targeting men in a relationship with a pregnant or parenting African American woman living in Riverside county with the goal to improve birth outcomes for African American women and decrease African American infant mortality rates. Services will include the delivery of a selected curriculum for fathers to support positive parenting behaviors among fathers. Contractor will implement the below Scope of Work and will assure program implementation, outreach, recruitment, enrollment, staff competency, training and data management.

Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Quarterly & Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
<p>STAFFING</p> <p>Contractor will recruit and hire in accordance with the required staffing pattern, ensuring candidates meet the requirements.</p>	<ul style="list-style-type: none"> • Contractor will begin recruitment and hiring of program staff within 30 days of award. <ul style="list-style-type: none"> ○ Staffing pattern requirements include: <ol style="list-style-type: none"> 1. Fatherhood Initiative Program Coordinator 2. Program Trainer/Facilitator • Contractor will conduct background records check and fingerprint clearance from the California Department of Justice (DOJ) and Federal Bureau of Investigations (FBI) on all staff and volunteers. • Contractor and staff will be culturally competent and have knowledge and past experience working with males and in the African American Community. 	<ul style="list-style-type: none"> ▪ Description of hiring staff that meet qualifications. ▪ Description of background checks and fingerprinting clearance. 	<ul style="list-style-type: none"> ▪ Number of key staffing roles filled by personnel who meet qualifications. ▪ Staff hired within 30 days.

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Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures	
		Process Description and Measures	Process, Short and/or Intermediate Measures (Report on these measures in the Quarterly & Annual Report)
<p>TRAINING</p> <p>Contractor will maintain and increase staff competency.</p>	<ul style="list-style-type: none"> ▪ Contractor will initiate the fatherhood program and attend training within 30 days of award or as soon as the first training is available. ▪ Contractor will attend all required Fatherhood program implementation trainings, which may include face to face, web based, or online trainings as required by the model and implementation expectations. ▪ Contractor will participate in the data collection process utilizing the RBA system and attend all RBA required trainings. ▪ Contractor will attend all required PEI State meetings, both local and regional. 	<ul style="list-style-type: none"> ▪ Documentation that staff attended all required RBA and fatherhood program trainings. ▪ Weekly data entered into RBA system. • Quarterly Joint Operations Meetings or more frequently if necessary. 	<ul style="list-style-type: none"> ▪ Number of Contractor staff that attended RBA trainings. ▪ Number of Contractor staff that attended all required fatherhood program trainings. ▪ Monthly reports submitted by the 10th of each month along with invoices.
<p>PARTICIPANT RECRUITMENT/ OUTREACH</p> <p>Contractor will recruitment and enroll</p>	<ul style="list-style-type: none"> • Contractor will outreach and recruit at least 128 fathers yearly who are in a relationship with a pregnant or parenting African American woman who lives within Riverside County to participate in selected fatherhood training curriculum. 	<ul style="list-style-type: none"> ▪ Outreach and recruitment activities performed in order to reach target population. ▪ Intake and enrollment of fathers into the program. 	<ul style="list-style-type: none"> ▪ Number and percent of fathers recruited. ▪ Number and percent of fathers enrolled.

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Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures Process, Short and/or Intermediate Measures (Report on these measures in the Quarterly & Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
fathers from the target population.	<ul style="list-style-type: none"> o Men may be first time parents or have multiple children. • Contractor will begin recruiting fathers in Riverside County within 60 days of award. • Contractor will be responsible for and implement recruitment and marketing activities for the program, which will include outreach activities that feature incentives and other strategies to recruit the fathers. • Contractor will be responsible for the intake and enrollment of participants into the program. • Contractor will track recruitment efforts, enrollments and program completion rates and provide updates to RUHS-PH using the RBA process and report program efforts and outcomes during quarterly operations meetings with RUHS-PH. • Contractor will meet a graduation rate of 60% or higher (76 participants). 	<ul style="list-style-type: none"> ▪ Marketing activities for the program. • Quarterly Joint Operations Meetings or more frequently if necessary. 	<ul style="list-style-type: none"> ▪ Number and percent of fathers referred. ▪ Number of outreach activities conducted. ▪ Number and percent of fathers who attended the recommended number of sessions. ▪ Marketing and recruitment plan. ▪ Monthly reports submitted by the 10th of each month along with invoices.

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Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures (Report on these measures in the Quarterly & Annual Report)	
		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
	<ul style="list-style-type: none"> Contractor may offer incentives to participants to aid in recruitment, enrollment and retention. The contractor will ensure the incentives purchased and distributed are monitored and tracked, with receipts and are in line with the Scope of Work deliverables. 	<ul style="list-style-type: none"> Contractor will implement an incentive tracking system which will include monitoring, securing and retaining receipts for all incentives purchased and documentation of all incentives distributed to participants. 	<ul style="list-style-type: none"> Incentive Tracking Log.
<p>PROGRAM IMPLEMENTATION</p> <p>Contractor will implement culturally appropriate and sensitive services.</p>	<ul style="list-style-type: none"> Contractor will implement 24/7 Dad or Nurturing Fathers Program Fatherhood training curriculum within Riverside County and may supplement chosen curriculum with additional fatherhood curriculums or information that enhance and strengthen the fatherhood program. Contractor will use awarded funds to purchase all program implementation materials needed to effectively implement the program. Contractor will purchase the Results Based Accountability (RBA) Program as required by 	<ul style="list-style-type: none"> Evaluation tools-surveys, questionnaires, reporting Quarterly Joint Operations Meetings or more frequently if necessary. Fatherhood curriculum and RBA system purchased. Contractor will identify community partners to serve on the fatherhood coalition and who will collaborate on the fatherhood summit. 	<ul style="list-style-type: none"> Program initiated within 30 days. Implementation of fatherhood curriculum. Documentation that staff attended all required PEI State meetings, both local and regional. Monthly reports submitted by the 10th of each month along with invoices. Communication of issues/challenges/barriers related to program implementation.

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Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures	
		Process Description and Measures	Process, Short and/or Intermediate Measures (Report on these measures in the Quarterly & Annual Report) Short and/or Intermediate Outcome Measure(s)
	<p>CDPH within 30 days of receiving award.</p> <ul style="list-style-type: none"> Contractor will meet with Public Health PEI and Admin. staff at least quarterly for Joint Operations meetings or more frequently as needed. Contractor will submit reports of outcomes at least monthly by the 10th of the month to RUHS-PH MCAH branch along with the invoices. Contractor will communicate with RUHS-PH PEI Coordinator regarding issues/challenges/barriers related to program implementation. Contractor will establish a program evaluation to demonstrate positive father outcomes consistent with curriculum model chosen. Contractor will launch a fatherhood involvement coalition that meets quarterly within 6 months of program implementation. 	<ul style="list-style-type: none"> Contractor will submit answers to the CDPH PEI <i>Check-In Questions</i> within 30 days of award. 	

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Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures	
		Process Description and Measures	Process, Short and/or Intermediate Measures (Report on these measures in the Quarterly & Annual Report)
	<ul style="list-style-type: none"> Contractor will participate in the planning and coordination of a small Riverside county Fatherhood Initiative Services Culmination Summit in collaboration RUHS-PH and the established coalition by June 2024. This summit will serve to showcase and highlight the fatherhood program and its' outcomes. Within one year of contract execution, Contractor will provide fatherhood initiative services to at least 128 fathers who are in a relationship with a pregnant or parenting African American woman in Riverside County. Contractor may offer incentives to participants to aid in recruitment, enrollment and retention. The contractor will ensure the incentives purchased and distributed are monitored and tracked, with receipts and are in line with the Scope of Work deliverables. Within 30 days of receiving funding, Contractor will submit responses to the following CDPH <i>PEI Check-In Questions</i> to the PEI Coordinator: 	<ul style="list-style-type: none"> Contractor will implement an incentive tracking system which will include monitoring, securing and retaining receipts for all incentives purchased and documentation of all incentives distributed to participants. 	<ul style="list-style-type: none"> Incentive Tracking Log

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Short and/or Intermediate Objective(s)	Intervention Activities to Meet Objectives (Describe the steps of the intervention)	Evaluation/Performance Measures	
		Process Description and Measures	Process, Short and/or Intermediate Measures (Report on these measures in the Quarterly & Annual Report) Short and/or Intermediate Outcome Measure(s)
	<ul style="list-style-type: none"> • Describe your participant recruitment/referral strategies. • Describe your outreach and enrollment activities. • Services need to be provided in a culturally affirming space. Where will services be provided and how did you determine these locations? • Provide your plan for minimizing participant attrition. • What transportation options are available near the location? • Provide the staffing structure for the intervention. • Describe how your current community partnerships will support implementation of this intervention. 		

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		Process Description and Measures	Short and/or Intermediate Outcome Measure(s)
<p>Data Management</p> <p>Contractor will participate in the data collection process and using the RBA system will enter all participant information and outcomes timely and accurately.</p>	<ul style="list-style-type: none"> • Contractor will ensure all staff participate in data collection, data entry, data quality improvement, and use of data collection software determined by RBA. • Contractor will complete RBA training. • Contractor will ensure data is entered in the RBA as determined by RUHS-PH. • Contractor will ensure accuracy and completeness of data input into RBA system. • Contractor will accurately and completely collect required participant information, with timely data input into RBA system. ▪ Contractor will define a data entry schedule for staff and monitor for adherence. ▪ Contractor will report the results of the selected fatherhood curriculum survey outcomes on an annual basis. 	<ul style="list-style-type: none"> ▪ Completion of RBA system training. ▪ Enter all data within seven (7) working days of collecting. ▪ Quarterly Joint Operations Meetings or more frequently if necessary. 	<ul style="list-style-type: none"> ▪ Number and percent of intake forms that were entered within seven (7) days of collection. ▪ Number and percent of referred or recruited fathers who did not officially enroll into the program. ▪ Monthly reports submitted by the 10th of each month along with invoices.

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**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	\$ 115,315	\$ 400,315
Operating Expenses	Curriculum Materials, RBM Program, Program Advertising, Program Incentives.	\$ 13,798	\$ 13,798	\$ 13,798	\$ 87,902	\$ 129,296
Travel & Training	Travel Expenses for Mandatory Meetings, Orientation & Trainer Fees, Mileage Reimbursement, and Training Materials	\$ 5,700	\$ 5,700	\$ 5,700	\$ 6,103	\$ 23,203
Overhead / Indirect Cost		\$ 5,502	\$ 5,502	\$ 5,502	\$ 14,130	\$ 30,636
Total		\$ 120,000	\$ 120,000	\$ 120,000	\$ 223,450	\$ 583,450

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B. Fiscal

The maximum amount reimbursable shall not exceed five hundred eighty-three thousand, four hundred fifty dollars (\$583,450) 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) 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 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 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 (ie: timesheets, payroll registers, invoices with supporting documentation) for auditing purposes. and

1.2.5. COUNTY staff has reviewed and approved 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

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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 – 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.

The reasonable and allowable reimbursement rate for use of motor vehicles, travel expenses and food, is based on the current IRS allowable rate.

- 2.2.** 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.

22-080 HSARC

 **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 Armljo, 951-358-6473

Subject: Sole or Single Source Procurement; Ratify and approve single source agreement with Sigma Beta XI, Inc to provide Fatherhood Initiative 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:** Sigma Beta XI, Inc

2. **Vendor ID:** 0000131406

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.)

Ratify and approve single source agreement with Sigma Beta XI, Inc. (SBX) to provide Fatherhood Initiative Services under the Perinatal Equity Initiative. The Maternal Child and Adolescent Health (MCAH) branch conducted an RFQu in April, 2020 seeking bids for services. SBX was selected from

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the RFQu process. MCAH has since received additional funds to continue the program for an additional 2 year and seeks to extend the agreement with SBX 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.)*

SBX was initially selected through the RFQu process. They have been providing services to the community since December 2020 and despite launching the program late due to the RFQu process and having many challenges from the COVID-19 pandemic, they have been working diligently to effectively implement the fatherhood program. ~~has met the requirements of the program.~~ With the additional funding they will continue to provide Fatherhood Initiative Services to the community.

SBX has a strong foundation for providing culturally appropriate services in the Black/African American community which is why they were chosen for this contract, and continuing services provides the opportunity for continuity within a population where consistency is vital, therefore they are by far the best value for the County. 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, such as fatherhood resources for Black/Africans, it is lacking. Therefore, organizations such as SBX become crucial conduits for navigating the resources that exist, as well as connecting vulnerable populations to unique services such as this free Fatherhood program.

SBX is implementing the 24/7 Dad curriculum, which is an evidence-based curriculum. They are poised and uniquely qualified to implement this curriculum because working with the African American community is one of their strengths, and so when implementing curriculum of any type, it becomes imperative that those implementing are in touch with community residents and understand how to interface with them in a culturally appropriate and sensitive manner, especially since many Black males have experienced racism in such a profound way.

Since 1998, SBX Youth & Family Services has provided services in the Inland Empire to youth and their families. They strive to develop future professional leaders under the principles of wisdom, brotherhood, sisterhood, service, endurance, excellence, and unity. SBX continues working towards their same goals and mission – to develop young people, serve families in the Inland Empire, and break the cycle of poverty and violence.

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

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.

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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.

Currently, the BIH model being implemented through RUHS-Public Health does not provide much opportunity for engagement of fathers at the prenatal group sessions due to participant confidentiality. Additionally, many of the moms in BIH share they are no longer with the baby's father or that they do not care to have them involved in their lives, so this makes it even more difficult for engagement in BIH activities. The reality is that there are very few programs in Riverside County that actually address the male involvement during pregnancy and postpartum, which further shows why this is seen as a gap.

As a result, it is imperative that agencies like SBX, providing the PEI interventions, are strongly connected to community residents, specifically the Black/African American community which has unique challenges that they face. Since SBX is closely connected to Black/African community residents, they are able to maneuver these challenges with staff that are culturally appropriate and that are reflective of the community they serve, especially those working with the Fatherhood program.

Data shows that positive involvement from fathers reaps positive outcomes for mother and child; Increased support for fathers and providing education for them; Male involvement crucial for mom's social support; Many fathers don't feel there is any way for them to be included in prenatal, pregnancy, and postpartum process, the Fatherhood program through SBX is serving as a great way to involve them.

The benefits to the County are that the implementation of the fatherhood program through SBX will continue to help fathers improve the relationships they have with baby's mother through providing communication skills such as conflict resolution and focusing on positive co-parenting strategies. It will allow the father to have a stronger presence in the child's life, which will further increase the bond between not just mother and child, but also the father as well. It will also allow the fathers the opportunity to show positive reinforcement to their children when it comes to co-parenting in a way that both parents respect each other's roles and support them.

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.)

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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:			
SBX, Inc	\$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 RFQ 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 July 26, 2022
 (Draft Form 11s, service agreement and or quotes must accompany the sole source request for Purchasing Agent approval.)

Electronically Provided

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

Kim Saruwatari, M.P.H., Director

Geoffrey Leung, M.D., Public Health Officer

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Condition/s:

Not to exceed:

One-time \$ _____

Annual Amount \$ 120K / 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 7/7/22 22-080
 Purchasing Agent Date Approval Number
 (Reference on Purchasing Documents)

10/19/23 Amendment #1: RUHS-PH is requesting approval to amend the SSJ to increase the total for FY23/24 to \$103,450 for a new combined SSJ total of \$343,450. That will bring the contract total to \$583,450, 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 10/27/23



County Purchasing Approval: Meghan Hahn

11/1/23 SSJ #: 22-080a

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