

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



ITEM: 3.33
(ID # 23048)

MEETING DATE:

Tuesday, February 27, 2024

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM–PUBLIC HEALTH: Ratify and Approve Amendment No. 3 to the Subcontract Agreement with Reach Out West End for the CalFresh Healthy Living and Tobacco Control Programs Without Seeking Competitive Bids to Increase the Contract Amount and Extend the Period of Performance through September 30, 2026. Compensation provisions shall not exceed the sum total of twenty percent (20%) of the total aggregate cost of the agreement. All Districts. [Total Increased Aggregate Amount: \$554,000; up to \$234,200 in additional compensation - 92% Federal; 8% State]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and approve Amendment No. 3 to the Subcontract Agreement with Reach Out West End for the CalFresh Healthy Living Program and Tobacco Control Program without seeking competitive bids to increase the total aggregate amount by \$554,000 for a total aggregate amount of \$1,171,000 and to extend the period of performance for three additional years through September 30, 2026;
2. Authorize the Chair of the Board to sign the Amendment to the Subcontract Agreement 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 approved as to form by County Counsel to: (a) sign any certifications, reports or amendments to the Subcontract Agreement that include modifications of the statement of work or the performance period 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%) of the total aggregate cost of the agreement.

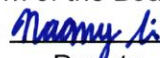
ACTION:Policy


Kim Saruwatari, Director of Public Health 2/9/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Perez 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: February 27, 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	\$203,300	\$190,000	\$554,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 92% Federal; 8% State			Budget Adjustment: No	
			For Fiscal Year: 23/24-26/27	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The California Department of Public Health (CDPH) has pre-approved Grant Agreement No. 23-10336 with Riverside University Health System - Public Health (RUHS-PH) for the CalFresh Healthy Living Program. As part of this Grant Agreement, CDPH expects Local Health Departments (LHD) to subcontract with partners based on their capacity to implement policy, systems and environmental (PSE) change interventions required in Riverside County's Integrated Work Plan (IWP). The CDPH objectives expect continued engagement at sites with previous CalFresh Healthy Living interventions.

The partnership between RUHS-PH's CalFresh Healthy Living program and the experience that local partners provide are necessary for the success of the Impact Outcome Evaluation project and in sustaining the policy-based approaches to increasing access to healthy food and physical activity opportunities to students and families. Reach Out West End has been pre-approved as a subcontractor in the RUHS-PH CalFresh Healthy Living Program 2024-2026 workplan.

The California Department of Public Health Tobacco Control Program has pre-approved Reach Out West End as a subcontractor in the Riverside County Tobacco Control Program (RCTCP) 2022-2025 workplan.

Impact on Residents and Businesses

Based on qualifying areas within the County of Riverside, California Supplemental Nutrition Assistance Program-Education (SNAP-Ed) eligible population will be targeted to increase the consumption of healthy foods and beverages, reduce consumption of less healthy foods and beverages and to increase physical activity as part of the Nutrition Education and Obesity Prevention Branch (NEOPB) grant.

Additional Fiscal Information

This grant does not require any county matching funds. Ninety-two percent (92%) of funding is received from CalFresh, and 8% is received from Tobacco. The total amount in additional funding awarded for the agreement is \$544,000. The table below outlines how the funds have been distributed throughout the duration of the agreement with Reach Out West End, how the

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additional funding will be distributed over the additional periods, and the funding allocation for the county and federal fiscal years.

County Fiscal Year	Amount	Federal Fiscal Year	Amount
FY19/20	\$90,000	FFY19/20	\$120,000
FY20/21	\$120,000	FFY20/21	\$156,000
FY21/22	\$156,000	FFY21/22	\$156,000
FY22/23	\$199,200	FFY22/23	\$180,000
FY23/24	\$203,300	FFY23/24	\$199,000
FY24/25	\$190,000	FFY24/25	\$190,000
FY25/26	\$170,000	FFY25/26	\$170,000
FY26/27	\$42,500	FFY26/27	\$0
Grand Total	\$1,171,000	Grand Total	\$1,171,000
County Fiscal Years:		Federal Fiscal Years:	

Contract History and Price Reasonableness

On February 4, 2020, Agenda Item 3.11, the Board of Supervisors approved the Subcontract Agreement with Reach Out West End for Supplemental Nutrition Assistance Program Education (SNAP-Ed) without seeking competitive bids for the period of performance of October 1, 2019, through September 30, 2022, in the amount of \$360,000.

On September 28, 2021, Agenda Item 3.16, the Board of Supervisors approved Amendment No. 1 to the Subcontract Agreement with Reach Out West End to increase the total contract amount for the period of performance of October 1, 2019, through September 30, 2022, in the amount of \$72,000.

On April 18, 2023, Agenda Item 3.33, the Board of Supervisors approved Amendment No. 2 with Reach Out West End to increase the total contract amount, and extend the period of performance for one year, for the period of performance of October 1, 2022, through September 30, 2023, in the amount of \$185,000.

The Single Source Justification requesting to move forward without seeking competitive bids has been reviewed by Riverside County Purchasing and Fleet Services. Reach Out West End has been identified as a pre-approved subcontractor for the CalFresh Health Living and Tobacco Control Programs. Additionally, RUHS-PH has continued to have a successful partnership through Reach Out West End to provide essential services to the county citizens receiving these services.

ATTACHMENTS:

ATTACHMENT A. Amendment No. 3 to Subcontract Agreement No. 20-017 with Reach Out West End

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ATTACHMENT B. Single Source Justification Document



Meghan Hahn, Director of Procurement 2/14/2024



Douglas Cordonez Jr. 2/15/2024



Gregg Gu, Chief Deputy County Counsel 2/15/2024



Gregg Gu, Chief Deputy County Counsel 2/15/2024

AMENDMENT NO. 3 TO THE SUBCONTRACT AGREEMENT FOR
CALFRESH HEALTHY LIVING PROGRAM & TOBACCO
CONTROL PROGRAM BETWEEN
COUNTY OF RIVERSIDE AND REACH OUT WEST END

Original Contract Term:	October 1, 2019 through September 30, 2023
Contract Term Extended To:	September 30, 2026
Effective Date of Amendment:	October 1, 2023
Maximum Contract Amount as Amended:	\$617,000
Amended Maximum Contract Amount:	\$1,171,000 (an increase of \$554,000)
Contract ID:	20-017

This Amendment No. 3 to the Subcontract Agreement for the CalFresh Health Living Program & Tobacco Control Program ("Amendment No. 3"), is effective as of October 1, 2022 ("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 Reach Out West End, a California nonprofit corporation ("CONTRACTOR"). COUNTY and CONTRACTOR are collectively referred to as the "Parties" and individually as the "Party".

RECITALS

WHEREAS, the Parties entered into that certain Subcontract Agreement for CalFresh Healthy Living Programs, effective as of October 1, 2019 through September 30, 2023; and

WHEREAS, the Agreement was not timely renewed and expired on September 30, 2023; and

WHEREAS, the Parties have continued to diligently perform their respective obligations under the Agreement since expiration and now desire to reinstate, amend, and extend the Period of Performance, Compensation, and Exhibit B, 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 herein by this reference.
2. **Period of Performance.** Section II is deleted in its entirety and replaced with the following:

"The term of this Subcontract Agreement is the period within which the project responsibilities of this agreement shall be performed. The term commences October 1, 2023 and continues through September 30, 2026, unless terminated earlier, as specified in Section X, Modification and Termination."

3. **Compensation.** Section III is deleted in its entirety and replaced with the following:

"In consideration of the services provided by the COUNTY, CONTRACTOR shall receive compensation for services set forth in Exhibit A, Scope of Work, and Exhibit B, Budget, the aggregate amount, not to exceed one million one hundred seventy-one thousand dollars (\$1,171,000) including all expenses."

4. **Exhibit B, Budget.** Exhibit B is hereby updated to include a budget table for County FY 2023-2025 for Tobacco (July 1, 2023 – June 30, 2025), and to include the additional budget tables for Grant Federal FY 2024-2026 for CalFresh (October 1, 2023 – September 30, 2026) listed below:

Exhibit B
Reach Out
Budget FY 2023-25

Tobacco: County Fiscal Year

FY 2023 - 2024 (July 1, 2023 - June 30, 2024 = full year)		
Expenses	Tobacco	Total
1) Salaries/Benefits	\$20,000.00	\$20,000.00
2) Travel	\$1,000.00	\$1,000.00
3) Non-Capital Equipment/Supplies	\$2,000.00	\$2,000.00
4) Materials	\$1,000.00	\$1,000.00
5) Building/Space	\$0.00	\$0.00
6) Maintenance	\$0.00	\$0.00
7) Capital Expenditures	\$0.00	\$0.00
8) Contracts/Sub-Grants	\$0.00	\$0.00
9) Total Direct Costs	\$24,000.00	\$24,000.00
10) Indirect Cost Rate		\$0.00
Total Funds	\$24,000.00	\$24,000.00
total budget (reference)	\$24,000.00	\$24,000.00

FY 2024 - 2025 (July 1, 2024 - June 30, 2025 = full year)		
Expenses	Tobacco	Total
1) Salaries/Benefits	\$16,000.00	\$16,000.00
2) Travel	\$1,000.00	\$1,000.00
3) Non-Capital Equipment/Supplies	\$2,000.00	\$2,000.00
4) Materials	\$1,000.00	\$1,000.00
5) Building/Space	\$0.00	\$0.00
6) Maintenance	\$0.00	\$0.00
7) Capital Expenditures	\$0.00	\$0.00
8) Contracts/Sub-Grants	\$0.00	\$0.00
9) Total Direct Costs	\$20,000.00	\$20,000.00
10) Indirect Cost Rate		\$0.00
Total Funds	\$20,000.00	\$20,000.00
total budget (reference)	\$20,000.00	\$20,000.00

Exhibit B
Reach Out
Budget FFY 2024-26

CalFresh: Grant Federal Fiscal Year

FFY 2024 (October 1, 2023 - September 30, 2024 = full year)		
Expenses	CalFresh	Total
1) Salaries/Benefits	\$138,334.97	\$138,334.97
2) Travel	\$2,939.54	\$2,939.54
3) Non-Capital Equipment/Supplies	\$410.94	\$410.94
4) Materials	\$932.00	\$932.00
5) Building/Space	\$0.00	\$0.00
6) Maintenance	\$0.00	\$0.00
7) Capital Expenditures	\$0.00	\$0.00
8) Contracts/Sub-Grants	\$0.00	\$0.00
9) Total Direct Costs	\$142,617.45	\$142,617.45
10) Indirect Cost Rate	\$27,382.55	\$27,382.55
Total Funds	\$170,000.00	\$170,000.00
total budget (reference)	\$170,000.00	\$170,000.00

FFY 2025 (October 1, 2024 - September 30, 2025 = full year)		
Expenses	CalFresh	Total
1) Salaries/Benefits	\$138,334.97	\$138,334.97
2) Travel	\$2,939.54	\$2,939.54
3) Non-Capital Equipment/Supplies	\$410.94	\$410.94
4) Materials	\$932.00	\$932.00
5) Building/Space	\$0.00	\$0.00
6) Maintenance	\$0.00	\$0.00
7) Capital Expenditures	\$0.00	\$0.00
8) Contracts/Sub-Grants	\$0.00	\$0.00
9) Total Direct Costs	\$142,617.45	\$142,617.45
10) Indirect Cost Rate	\$27,382.55	\$27,382.55
Total Funds	\$170,000.00	\$170,000.00
total budget (reference)	\$170,000.00	\$170,000.00

FFY 2026 (October 1, 2025 - September 30, 2026 = full year)		
Expenses	CalFresh	Total
1) Salaries/Benefits	\$138,334.97	\$138,334.97
2) Travel	\$2,939.54	\$2,939.54
3) Non-Capital Equipment/Supplies	\$410.94	\$410.94
4) Materials	\$932.00	\$932.00
5) Building/Space	\$0.00	\$0.00
6) Maintenance	\$0.00	\$0.00
7) Capital Expenditures	\$0.00	\$0.00
8) Contracts/Sub-Grants	\$0.00	\$0.00
9) Total Direct Costs	\$142,617.45	\$142,617.45
10) Indirect Cost Rate	\$27,382.55	\$27,382.55
Total Funds	\$170,000.00	\$170,000.00
total budget (reference)	\$170,000.00	\$170,000.00

5. **Effective Date.** This of Amendment No. 1 shall become effective October 1, 2023.
6. **Miscellaneous.** All other terms and conditions of the Agreement not modified herein shall remain unchanged.
7. **Counterparts.** This Amendment No. 3 may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument.

[SIGNATURES ON NEXT PAGE]


IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment No. 3.

COUNTY OF RIVERSIDE, a political subdivision of the State of California, on behalf of its Riverside University Health System – Public Health

By: 
Chuck Washington, Chair
Board of Supervisors

Dated: 02/27/2024

REACH OUT WEST END, a California nonprofit corporation

By: 
Diana Fox
Executive Director

Dated: Feb 2, 2024

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



Inland Empire region since 1969. For the past eight years, Reach Out has provided SNAP-Ed services and engaged the City of Jurupa Valley, Jurupa Valley residents and partners through the Healthy Jurupa Valley Initiative. In collaboration with Jurupa Unified School District, Reach Out has successfully administered five Impact Outcome Evaluations projects (IOE), requiring strengths of standardization in curriculum fidelity, data entry, pre/post-test administration and strict coordination with school, RUHS-PH and state evaluators. Reach out is one of the only organizations in the West Riverside region that meets all the following criteria:

- Experience with mobilizing community members for tobacco prevention work
- Experience in promoting community nutrition interventions
- Expertise in encouraging local decision makers to support interventions
- Willing to provide community nutrition and tobacco prevention service to the County

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

Reach Out has the capacity and experience to successfully implement the programmatic and fiscal requirements of the Cal Fresh Healthy Living grant. Subcontracting with Reach Out will greatly reduce the time and financial resources the RUHS-PH staff would invest in training and support to begin operating effectively and efficiently. The Department needs to contract a west Riverside-based organization that has a combination of the qualities list in #6 above in order to advance the goals of the Healthy Riverside County Initiative (HRCI). The Riverside University Health System-Public Health Nutrition and Health Promotion Branch is funding a healthy community education and engagement project. This project focuses on advancing the state and local HRCI vision of building health into everyday life to make the healthy choice the easy choice.

8. Period of Performance (Amended):

From: October 1, 2023 to September 30, 2026

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.

Kim Saruwatari, M.P.H., Director

Geoffrey Leung, M.D., Public Health Officer



**Riverside
University
HEALTH SYSTEM**
Public Health

Prior SSJ approvals as amended:	FFY19/20	FFY20/21	FFY21/22	FFY22/23	FFY23/24	Total:
CalFresh Healthy Living Program & Tobacco Control Program – Original Agreement	\$90,000	\$120,000	\$120,000	\$30,000	-	\$360,000
CalFresh Healthy Living Program & Tobacco Control Program – Amendment #1	-	-	\$36,000	\$36,000	-	\$72,000
CalFresh Healthy Living Program & Tobacco Control Program – Amendment #2	-	-	-	\$133,200	\$51,800	\$185,000
Total approved through Amendment #2:	\$90,000	\$120,000	\$156,000	\$199,200	\$51,800	\$617,000

Description of Services for Amendment #3	Total for FFY19/20-FFY22/23	FFY23/24	FFY24/25	FFY25/26	FFY26/27	Total for FFY23/24-FFY26/27	Total:
CalFresh - Provision of nutrition, physical activity, food security resources and community engagement activities.		\$127,500	\$170,000	\$170,000	\$42,500		\$510,000
Tobacco - Provision of tobacco prevention education with community engagement activities.		\$24,000	\$20,000	-	-		\$44,000
Total Increased Amount		\$151,500	\$190,000	\$170,000	\$42,500		\$554,000
Maximum Aggregate Amount:	\$565,200	\$203,300	\$190,000	\$170,000	\$42,500	\$605,800	\$1,171,000

10. Price Reasonableness:

This is 100% continuous grant funded through two programs in the California Department of Public Health (Nutrition Education and Obesity Prevention Branch for the CalFresh Healthy Living and the California Tobacco Control Program) for the period of performance FY 2023-2027.

The California Department of Public Health Tobacco Control Program has pre-approved Reach Out as a subcontractor in the RCTCP 2022-2025 workplan.

Kim Saruwatari, M.P.H., Director

Geoffrey Leung, M.D., Public Health Officer



The California Department of Public Health Nutrition Education and Obesity Prevention Program has pre-approved Reach Out as a subcontractor in the RUHS-PH CalFresh Healthy Living Program 2024-2026 workplan.

11. Projected Board of Supervisor Date (if applicable): 12/12/23
(Draft Form 11s, service agreement and or quotes must accompany the sole source request for Purchasing Agent approval.)

Rachelle Roman
Department Head Signature (or designee)
Rachelle Roman
Print Name
Nov 29, 2023
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:

Three horizontal lines for entering conditions.

Not to exceed:

- One-time \$
Annual Amount \$ / per fiscal year through (date)
FY 23/24 : \$ \$151,500
FY 24/25 : \$ \$190,000
FY 25/26 : \$ \$170,000
FY 26/27 : \$ \$42,500
FY : \$

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

 **Riverside
University**
HEALTH SYSTEM
Public Health

<i>Meghan Hahn</i>	12/5/23	23-087a
Purchasing Agent	Date	Approval Number (Reference on Purchasing Documents)

Kim Saruwatari, M.P.H., Director

Geoffrey Leung, M.D., Public Health Officer

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