

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



ITEM: 3.17
(ID # 25995)

MEETING DATE:
Tuesday, October 08, 2024

FROM : PUBLIC SOCIAL SERVICES AND HARMONY HAVEN CHILDREN AND YOUTH CENTER

SUBJECT: DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS) & HARMONY HAVEN CHILDREN AND YOUTH CENTER (HHCYC): Ratify and Authorize the Purchasing Agent to issue Purchase Orders to GrubHub Holdings Inc., Costco Wholesale Corporation, and Stater Bros. Markets for the purchase of meals, groceries and personal care products for foster children awaiting placement at HHCYC, in the aggregate amount of \$220,000 for FY 23/24 and \$400,000 for two years through FY25/26; All Districts. [Total Cost \$620,000; up to \$62,000 in additional compensation – 24% Federal; 76% County General Fund 10000 (Dept. Budget)]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and Authorize the Purchasing Agent to issue Purchase Orders to GrubHub Holdings, Inc., Costco Wholesale Corporation, and Stater Bros. Markets for the purchase of hot meals, groceries and personal care products for foster children awaiting placement at Harmony Haven Children and Youth Center (HHCYC), for FY 23/24 in the aggregate amount of \$220,000;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, and as approved as to form by County Counsel to issue Purchase Orders to GrubHub Holdings Inc., Costco Wholesale Corporation, and Stater Bros. Markets for the purchase of meals, groceries and personal care products for foster children awaiting placement at HHCYC in the aggregate amount of \$400,000 for two years through FY 25/26.
3. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding: (a) to issue a Purchase Order for any goods and/or services rendered; (b) approval to the additional compensation that does not exceed the sum total of ten percent (10%) of the authorized aggregate amount.

ACTION:Policy


Charity Douglas, DPSS Director 9/12/2024

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Gutierrez, seconded by Supervisor Jeffries 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: October 8, 2024
xc: DPSS, HHCYC

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	\$420,000	\$200,000	\$620,000	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: 24% Federal; 76% County General Fund 10000 (Dept. Budget)			Budget Adjustment: No	
			For Fiscal Year: 23/24-25/26	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Department of Public Social Services, Children’s Services Division’s Harmony Haven Children & Youth Center (HHCYC) is a licensed Transitional Shelter Care Facility. HHCYC houses children that are awaiting placement. It is mandated by state law that the children receive hot meals while under the care of DPSS until they are placed. There are no contracted food vendors on campus. Until vacancies for experienced chefs/food preparers are filled, the department is reliant on suppliers for products and groceries to provide the required meals and meal services.

DPSS staff at HHCYC purchase groceries, personal care products and cook meals for the children that are temporarily housed in the four (4) residential cottages. HHCYC is required to maintain at least a week’s worth of nonperishable supplies and at least a two-day supply of perishable fresh food. HHCYC staff may engage youth in tasks associated with meal planning, shopping and food preparation if appropriate to contribute to the development of independent living skills.

This board action requests ratification and authorization to issue Purchase Orders to GrubHub Holdings Inc., Costco Wholesale Corporation, and Stater Bros. Markets to allow HHCYC staff to purchase meals, groceries and personal care products for foster children awaiting placement at HHCYC in the aggregate amount of \$620,000 for FY 23/24 through FY25/26.

Impact on Residents and Businesses

The issuance of Purchase Orders will streamline processes and provide for efficient provision of state-mandated services to foster youth pending placement.

Additional Fiscal Information

The total payments shall not exceed:

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Vendor	FY 23/24 – Ratified Amount	FY 24/25-FY25/26 - Aggregate Amount	Total Cost
GrubHub Holdings Inc.	\$100,000	\$400,000	<u>\$620,000</u>
Costco Wholesale Corporation	\$80,000		
Stater Bros. Markets	\$40,000		
Total	\$220,000		

Contract History and Price Reasonableness

On June 27, 2023, Agenda Item #3.41, the board approved the real property purchase of Assessor’s Parcel Numbers: 428-010-019, 428-010-020, 428-020-002, and 428-020-003, in the City of Beaumont, currently referred as Harmony Haven Children and Youth Center (HHCYC).

There is a reoccurring need for meals, groceries and personal care products for foster children awaiting placement. Per Ordinance 459, Section 7, Category II, subsection c, Purchasing may proceed without bidding due to the nature of the services and limited-service resources. DPSS will continue its commitment and compliance with state mandate to provide meals, general health and wellness needs for the care of its foster youth.

Melissa Curtis

Melissa Curtis, Deputy Director of Purchasing and Fleet

9/25/2024

Brianne Lontajo

Brianne Lontajo, Principal Management Analyst

10/2/2024

Gregg Gu

Gregg Gu, Chief of Deputy County Counsel

9/25/2024