

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



ITEM: 3.48
(ID # 30690)

MEETING DATE:
Tuesday, June 23, 2026

FROM : PUBLIC SOCIAL SERVICES


SUBJECT: DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Approve Agreements No. 2 to the Professional Services Agreement No. DPSS-0003014 with Family Service Association, Inc., and Amendment No. 1 to Professional Services Agreement No. DPSS-0003459 with John F. Kennedy Memorial Foundation, for Differential Response Services , without seeking competitive bids to extend the period of performance for one-year effective July 1, 2026 through June 30, 2027; All Districts. [Total Cost: \$284,267 and up to \$56,853 in additional annual compensation; Funding:100% Realignment]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve Amendment No. 2 to Professional Services Agreement No. DPSS-0003014 with Family Service Association (FSA) for Differential Response Services without seeking competitive bids, to extend the period of performance for one year effective July 1, 2026 through June 30, 2027, at an annual cost of \$181,463; and authorize the Chair of the Board to sign the Amendment on behalf of the County; and,
2. Approve Amendment No. 1 to Professional Services Agreement No. DPSS-0003459 with John F. Kennedy Memorial Foundation (JFK) for Differential Response Services without seeking competitive bids, to extend the period of performance for one year effective July 1, 2026 through June 30, 2027, at an annual cost of \$102,804; and authorize the Chair of the Board to sign the Amendment on behalf of the County; and,

Continued on page 2

ACTION:Policy

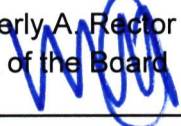

Charity Douglas, DPSS Director

6/8/2026

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: June 23, 2026
xc: DPSS

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

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

RECOMMENDED MOTION: That the Board of Supervisors:

3. Authorize the Purchasing Agent to issue Purchase Orders for any goods and/or services rendered; and,
4. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved to form by County Counsel to: (a) sign amendments that make modifications to the scope of services 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 annual cost of the new agreements.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$	\$284,267	\$ 284,267	\$
NET COUNTY COST	\$	\$	\$	\$
SOURCE OF FUNDS: 100% Realignment Funding			Budget Adjustment:	No
			For Fiscal Year:	2026-2027

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Differential Response is a strategy that allows a California child welfare services (CWS) agency to respond in a more flexible manner to reports of child abuse or neglect. DR affords a customized approach based on an assessment of safety, risk and protective capacity that recognizes each family’s unique strengths and needs and addresses these in an individualized manner rather than with a “one size fits all” approach. DR provides direct services for families with closed investigative and evaluated out referrals to prevent future referrals and entry into the formal Child Welfare System.

The program incorporates evidence-based practices, as well as meaningful outcome-based measures. Such programs like Family Check-Up models and Nurturing Parent Programs can be provided virtually, as needed, as approved by Children Family Services (CFS). Referrals to ancillary services provide additional community support with outside agencies.

Impact on Residents and Businesses

The Differential Response Services provide direct services for individuals/families with closed referrals in an effort to prevent future referrals and entry into the formal Child Welfare System,

Additional Fiscal Information

The total annual payments to Family Service Association, Inc. (FSA) shall not exceed:

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

FISCAL YEAR PERIOD	ANNUAL PAYMENT
December 1, 2021 through June 30, 2022	\$86,932
July 1, 2022 through June 30 2023	\$181,463
July 1, 2023 through June 30, 2024	\$181,463
July 1, 2024 through June 30, 2025	\$181,463
July 1, 2025 through June 30, 2026	\$181,463
TOTAL	\$812,784
AMENDMENT #2 FISCAL YEAR (EXTENSION)	
July 1, 2026 through June 30, 2027	\$181,463
TOTAL	\$181,463

The total annual payments to John F. Kennedy Memorial Foundation (JFK) shall not exceed:

FISCAL YEAR PERIOD	ANNUAL PAYMENT
December 8, 2021 through June 30, 2022	\$100,402
July 1, 2022 through June 30 2023	\$102,804
July 1, 2023 through June 30, 2024	\$102,804
July 1, 2024 through June 30, 2025	\$102,804
July 1, 2025 through June 30, 2026	\$102,804
TOTAL	\$511,618
AMENDMENT #1 FISCAL YEAR (EXTENSION)	
July 1, 2026 through June 30, 2027	\$102,804
TOTAL	\$102,804

Contract History and Price Reasonableness

On March 16, 2021, Riverside County Purchasing and Fleet Services released a Request for Proposal (RFP) #DPARC-590 for the Differential Response services and three proposals were received. The proposals were reviewed by an evaluation team consisting of personnel from DPSS. The evaluation team reviewed and scored each proposal based on the bidder's responsiveness to the requirement of the scope of service, experience/ability, credentials, references and the overall cost. After thorough consideration, the evaluation committee recommended awards to FSA for the Western and Mid/Southwest regions and JFK for Desert/Eastern region and Blythe for five-year terms that expires on June 30, 2026.

This amendment is needed to extend the term for an additional year while a competitive bid solicitation is completed, and a new vendor is awarded.

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

This Board action requests approval of Amendment No. 2 to the Professional Services Agreement No. DPSS-0003014 with Family Service Association, Inc., and Amendment No. 1 to Professional Services Agreement No. DPSS-0003459 with John F. Kennedy Memorial Foundation to continue providing Differential Response Services, without seeking competitive bids, to extend the period of performance for one-year effective July 1, 2026 through June 30, 2027 and approval of the assigned Single Source Justifications (No. 26-207 for FSA) and (No. 26-208 for JFK).

ATTACHMENTS:

- A. Attachment: Agreement No. DPSS-0003014 with Family Service Association
- B. Attachment: Agreement No. DPSS-0003459 with John F. Kennedy Memorial Foundation
- C. Sole Source Justification #26-207 – Family Service Association – Differential Response
- D. Sole Source Justification #26-208 – John F. Kennedy Memorial Foundation – Differential Response

Melissa Curtis
Melissa Curtis, Deputy Director of Purchasing and Fleet 6/15/2026

Stacey Pena
Stacey Pena, EO Management Analyst 6/17/2026

Gregg Gu
Gregg Gu, Chief of Deputy County Counsel 6/15/2026

COUNTY OF RIVERSIDE DEPARTMENT OF PUBLIC SOCIAL SERVICES
 AMENDMENT No. 2 TO
 AGREEMENT DPSS-0003014 WITH
 FAMILY ASSOCIATION SERVICES
 FOR
 DIFFERENTIAL RESPONSE SERVICES

AGREEMENT:	DPSS-0003014
ORIGINAL PERIOD OF PERFORMANCE:	December 1, 2021- June 30, 2026
EXTENDED PERIOD OF PERFORMANCE:	July 1, 2026 - June 30, 2027
EFFECTIVE DATE OF AMENDMENT:	July 1, 2026
ORIGINAL ANNUAL MAXIMUM REIMBURSABLE AMOUNT:	FY 21/22- \$86,932 FY 22/23 - \$181,463 FY 23/24 - \$181,463 FY 24/25 - \$181,463 FY 25/26 - \$181,463
AMENDED ANNUAL MAXIMUM REIMBURSABLE AMOUNT:	FY 26/27- \$181,463

This Amendment No.2 to Agreement DPSS-0003014 (“Agreement”), is made by and between Family Association Services, a California nonprofit corporation, (“CONTRACTOR”) and the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (“COUNTY”). COUNTY and CONTRACTOR may be referred to herein collectively as the “Parties”.

RECITALS

WHEREAS, COUNTY and CONTRACTOR previously entered into that certain Original Agreement, approved December 1, 2021, for Differential Response services (“Agreement”); and,

WHEREAS, COUNTY and CONTRACTOR previously entered into that certain Amendment No. 1, for Differential Response services approved May 10, 2023, to ratify and increase the total maximum reimbursable amount to support additional case managers to meet the needs of Spanish speaking clients; and,

WHEREAS, COUNTY and CONTRACTOR now desire to amend the Agreement to extend the Agreement term one-year from July 1, 2026 through June 30, 2027 and update the civil rights information, all in accordance with terms and conditions (T&C) attached hereto and incorporated herein by this reference. The T&C specify the responsibilities for COUNTY and CONTRACTOR; and,

WHEREAS, Section 42 of the Agreement allows for modifications by written amendment signed by both

Parties.

NOW THEREFORE, in consideration of their mutual covenants, COUNTY and CONTRACTOR agree to amend the Agreement according to the terms and in the manner set forth herein:

1. **Recitals.** The recitals set forth above are true and correct and incorporated herein by this reference.
2. **Amend** Section 3., “PERIOD OF PERFORMANCE” to delete in its entirety and replace with the following:
 3. **PERIOD OF PERFORMANCE**
 This Agreement shall be effective July 1, 2021 and continue through June 30, 2027, unless terminated earlier. CONTRACTOR shall commence performance upon the effective date and shall diligently and continuously perform thereafter.

3. **Amend** Section 38, “CIVIL RIGHTS COMPLIANCE”, subsection B to delete in its entirety and replace as follows:
 Client Complaints
 CONTRACTOR shall further establish and maintain written referral procedures under which any person, applying for or receiving services hereunder, may seek resolution from Riverside County DPSS Civil Rights Coordinator of a complaint with respect to any alleged discrimination in the provision of services by CONTRACTOR’s personnel. CONTRACTOR must distribute to social service clients that apply for and receive services, “Your Rights Under California Welfare Programs” brochure (Publication 13). For a copy of this brochure, visit the following website at:

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Forms-and-Brochures/2020/M-P/PUB13.pdf>

Civil Rights Complaints should be referred to:
 Civil Rights Coordinator
 Office of Civil Rights Compliance (OCRC)
 Riverside County Department of Public Social Services
 4060 County Circle Dr.
 Riverside, CA 92503
DPSSCivilRights@rivco.org

4. Amend Schedule A, Section A.1, “PAYMENT PROVISIONS,” to delete in its entirety and replace with the following:

A.1 MAXIMUM AMOUNTS – ANNUAL AND AGGREGATE TOTALS

The total annual payments to CONTRACTOR shall not exceed:

FISCAL YEAR PERIOD	ANNUAL PAYMENT
December 1, 2021 through June 30, 2022	\$86,932
July 1, 2022 through June 30 2023	\$181,463
July 1, 2023 through June 30, 2024	\$181,463
July 1, 2024 through June 30, 2025	\$181,463
July 1, 2025 through June 30, 2026	\$181,463
TOTAL	\$812,784
AMENDMENT #2 FISCAL YEAR (EXTENSION)	

July 1, 2026 through June 30, 2027	\$181,463
TOTAL	\$181,463

5. **Amend** Schedule A, Section A.2, “EXPENSE AND UNIT OF SERVICE COST RATE”, subsection 2 to delete in its entirety and replace with the following:

“ Line Item Budget Table – Annual Maximum Reimbursement –
 Effective July 1, 2022 – June 30, 2026
 Zones 1 & 2

Budgeted Item	Description	Annual Maximum Reimbursement Effective July 1, 2022 - June 30, 2027
Salaries	Salary for two (2.0 FTE) Case Managers	\$108,568
Benefits	Benefits for 2.0 FTE (2) Case Managers	\$24,904
Operating Expenses	Such as:	\$22,970
	Office Supplies, Phones, printing, postage, etc.	
Travel & Training	Travel for Meetings, Conference/training registration fees, mileage, etc.	\$5,000
Overhead/Indirect Costs	15% Salary and benefits	\$20,021
Total		\$181,463

Funds may be shifted between line items with approval from CSD, and shall not require and amendment to the agreement.”

6. **Amend** Schedule A, Section A3 “METHOD, TIME, AND CONDITIONS OF PAYMENT”, subsection d to be deleted in its entirety and replaced as follows:

CONTRACTOR invoice estimates for May and June are due no later than the first Friday in June. Actual CONTRACTOR invoices for May and June are due no later than July 30.

7. **Effective Date.** This Amendment No. 2 shall become effective July 1, 2026.
8. **Miscellaneous.** All other terms and conditions of the Agreement and Amendment(s) not modified herein shall remain unchanged and in full force and effect.
9. **Signed in Counterparts.** This Amendment No. 2 may be executed in any number of counterparts, each of which when executed shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.

10. Electronic Signatures. Each party of this Amendment agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment. The Parties further agree that the electronic signature(s) included herein are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

IN WITNESS WHEREOF, the undersigned authorized representatives of the Parties have executed this Amendment No. 2 to the Agreement.

County of Riverside, a political
Subdivision of the State of California
Karen S. Spiegel

Karen Spiegel
Chair of the Board

06/23/2026

Date

Family Service Association,
a California nonprofit corporation
Cheryl-Marie Hansberger

Cheryl Hansberger
Chief Executive Officer

06/09/2026

Date

ATTEST:
Clerk of the Board

Whitney Mayo, Deputy
By _____



Approval as to Form
Minh C. Tran
County Counsel

Raymond Mistica
By: _____
Raymond Mistica
Deputy County Counsel

06/10/2026

Date

COUNTY OF RIVERSIDE DEPARTMENT OF PUBLIC SOCIAL SERVICES
 AMENDMENT No. 1 TO
 AGREEMENT DPSS-0003459 WITH
 JOHN F. KENNEDY MEMORIAL FOUNDATION
 FOR
 DIFFERENTIAL RESPONSE

AGREEMENT: DPSS-0003459

ORIGINAL PERIOD OF PERFORMANCE: December 8, 2021- June 30, 2026

EXTENDED PERIOD OF PERFORMANCE: July 1, 2026 - June 30, 2027

EFFECTIVE DATE OF AMENDMENT: July 1, 2026

ORIGINAL ANNUAL MAXIMUM REIMBURSABLE AMOUNT: FY 21/22- \$100,402
 FY 22/23 - \$102,804
 FY 23/24 - \$102,804
 FY 24/25 - \$102,804
 FY 25/26 - \$102,804

AMENDED ANNUAL MAXIMUM REIMBURSABLE AMOUNT: FY 26/27 - \$102,804

This Amendment No. 1 to Agreement DPSS-0003459 (“Agreement”), is made by and between John F. Kennedy Memorial Foundation, a California non-profit corporation, (“CONTRACTOR”) and the County of Riverside, a political subdivision of the State of California, on behalf of its Department of Public Social Services (“COUNTY”). COUNTY and CONTRACTOR may be referred to herein collectively as the “Parties”.

RECITALS

WHEREAS, COUNTY and CONTRACTOR previously entered into that certain Original Agreement, approved December 8, 2021, for Differential Response services (“Agreement”); and,

WHEREAS, COUNTY and CONTRACTOR now desire to amend the Agreement to extend the Agreement term one-year from July 1, 2026 through June 30, 2027 and update the civil rights information, all in accordance with the terms and conditions (T&C) attached hereto and incorporated herein by this reference. The T&C specify the responsibilities for COUNTY and CONTRACTOR; and,

WHEREAS, Section 42 of the Agreement allows for modifications by written amendment signed by both Parties.

NOW THEREFORE, in consideration of their mutual covenants, COUNTY and CONTRACTOR agree to amend the Agreement according to the terms and in the manner set forth herein:

1. **Recitals.** The recitals set forth above are true and correct and incorporated herein by this reference.
2. **Amend** Section 3., “PERIOD OF PERFORMANCE” to delete in its entirety and replace with the following:
 3. **PERIOD OF PERFORMANCE**
 This Agreement shall be effective July 1, 2021 and continue through June 30, 2027, unless terminated earlier. CONTRACTOR shall commence performance upon the effective date and shall diligently and continuously perform thereafter.

3. **Amend** Section 38, “CIVIL RIGHTS COMPLIANCE”, subsection B to delete in its entirety and replace as follows:
 Client Complaints
 CONTRACTOR shall further establish and maintain written referral procedures under which any person, applying for or receiving services hereunder, may seek resolution from Riverside County DPSS Civil Rights Coordinator of a complaint with respect to any alleged discrimination in the provision of services by CONTRACTOR's personnel. CONTRACTOR must distribute to social service clients that apply for and receive services, “Your Rights Under California Welfare Programs” brochure (Publication 13). For a copy of this brochure, visit the following website at:

<https://www.cdss.ca.gov/Portals/9/Additional-Resources/Forms-and-Brochures/2020/M-P/PUB13.pdf>

Civil Rights Complaints should be referred to:
 Civil Rights Coordinator
 Office of Civil Rights Compliance (OCRC)
 Riverside County Department of Public Social Services
 4060 County Circle Dr.
 Riverside, CA 92503
DPSSCivilRights@rivco.org

4. **Amend** Schedule A, Section A.1, “PAYMENT PROVISIONS,” to delete in its entirety and replace with the following:
 A.1 MAXIMUM AMOUNTS – ANNUAL AND AGGREGATE TOTALS
 The total annual payments to CONTRACTOR shall not exceed:

FISCAL YEAR PERIOD	ANNUAL PAYMENT
December 8, 2021 through June 30, 2022	\$100,402
July 1, 2022 through June 30 2023	\$102,804
July 1, 2023 through June 30, 2024	\$102,804
July 1, 2024 through June 30, 2025	\$102,804
July 1, 2025 through June 30, 2026	\$102,804
TOTAL	\$511,618
AMENDMENT #1	
FISCAL YEAR (EXTENTION)	
July 1, 2026 through June 30, 2027	\$102,804
TOTAL	\$102,804

5. Amend Schedule A, Section A.4 "METHOD, TIME, AND CONDITIONS OF PAYMENT subsection d, to be deleted in its entirety and to be replaced as follows:

CONTRACTOR invoice estimates for May and June are due no later than the first Friday in June. Actual CONTRACTOR invoices for May and June are due no later than July 30.

6. **Effective Date.** This Amendment No. 1 shall become effective July 1, 2026.
7. **Miscellaneous.** All other terms and conditions of the Agreement and Amendment(s) not modified herein shall remain unchanged and in full force and effect.
8. **Signed in Counterparts.** This Amendment No. 1 may be executed in any number of counterparts, each of which when executed shall constitute a duplicate original, but all counterparts together shall constitute a single agreement.
9. **Electronic Signatures.** Each party of this Amendment agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Amendment. The Parties further agree that the electronic signature(s) included herein are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

IN WITNESS WHEREOF, the undersigned authorized representatives of the Parties have executed this Amendment No. 1 to the Agreement.

County of Riverside, a political
Subdivision of the State of California
Karen S. Spiegel

Karen Spiegel
Chair of the Board

06/23/2026

Date

John F. Kennedy Memorial Foundation,
a California non-profit Corporation
Peter Sturgeon

Peter Sturgeon
Chief Executive Officer

06/10/2026

Date

ATTEST:
Clerk of the Board



By *Whitney Mayo, Deputy*
Deputy

Approval as to Form
Minh C. Tran
County Counsel

By: *Raymond Mistica*
Raymond Mistica
Deputy County Counsel

06/10/2026
Date



ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

Date: Tuesday, June 9, 2026
From: Charity Douglas, Director of the Department of Public Social Services
To: Board of Supervisors
Via: La Wanda Crawley, 951-358-4227
Subject: Request for Differential Response Services

The below information is provided in support of my department requesting review for a single or sole source purchase/agreement with a cost of \$5,000 or more for goods and/or services.

Single Source Sole Source

Supporting Documents: indicate which are included in the request from the list below.

Supplier Quote Supplier Sole Source Letter Final draft agreement
 Final draft Form 11 H-11 approved by RCIT/TSOC Grant Agreement
 Other: _____ (i.e. CA Secretary of State Business Entity Information, Dept. of Justice Registration Conformation for non-profits, etc.)

1. Requested Supplier Name: Family Service Association (FSA) Supplier ID: 0000005799_

- a. Describe the goods/service being requested:
Differential Response (DR) services provide early, intervention/prevention services to families referred to DPSS' Central Intake's Child Abuse Hotline, who do not require an open case, to prevent future referrals and/or entry into the Child Welfare System. DR provides a customized approach based on an assessment of safety, risk and protective capacity that recognizes each family's unique strengths, needs, and addresses these in an individualized manner rather than with a "one size fits all" approach. Due to the delays associated with obtaining AB339 approval, DPSS is requesting approval of the SSJ and executing gap amendment DPSS-0003014 to ensure there is no interruption of services. DPSS is in the



ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

process of finalizing and releasing a bid solicitation for Differential Response services,

- b. Explain the unique features of the goods/services being requested from this supplier:

DR is defined by its flexibility and family engagement, serving as an umbrella for a wide range of responses and services. DR allows DPSS to intervene when early signs of family problems appear, enabling DPSS to use resources proactively before concerns escalate to the point where child removal is required. Child safety remains the highest priority ensuring families receive the support they need to keep children safely in their homes. FSA is currently one of two vendors delivering these services, a one-year extension is being requested while a competitive bid solicitation is completed and a new contract is awarded. DR is unique in that their referrals to ancillary services provide additional community support with external agencies.

- c. What are the operational benefits to your department?

DR services mitigate the reasons for the initial Hotline referral and reduce the likelihood of future CSD involvement. DR services allow DPSS to continue to incorporate evidence-based practices as well as meaningful outcome-based measures.

- d. Provide details on any cost benefits/discounts.

Delivering early and effective DR services to emerging signs of family challenges, CSD can mobilize resources proactively, helping families stabilize before concerns escalate and reducing the need to open costly adjudicated cases. FSA honored the same pricing from the current contract.

- 2. Can this request be formally bid out or procured using a viable solution such as an existing cooperative agreement or existing contract with another department or public entity?

Yes No

- a. If yes, please explain why you are requesting to utilize an SSJ process?

- 3. Has your department previously requested/received an assigned tracking number for a single or



ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

PCS Reviewed:

Kimberly Cruz, Supervising PCS [Signature] 6/10/26
Print Name Signature Date

Note: Once signed by the Department Head and PCS (signature lines above), the PCS will e-mail completed SSJ form with supporting documents to psolesource@rivco.org, and cc: Supervising PCS. Please reach out to your assigned PCS with any questions.

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

Purchasing Department Review and Comments: _____

Not to exceed:

- One-time \$_____
Annual Amounts reflected in completed chart for Question #4
Total Cost \$217,756
Aggregate Amount \$_____

[Signature] 6/15/2026 26-207
Purchasing Agent Signature Date Tracking Number
(Reference on Purchasing Documents)



ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

Date: Tuesday, June 9, 2026
From: Charity Douglas, Director of the Department of Public Social Services
To: Board of Supervisors
Via: La Wanda Crawley, 951-358-4227
Subject: Request for Differential Response Services

The below information is provided in support of my department requesting review for a single or sole source purchase/agreement with a cost of \$5,000 or more for goods and/or services.

Single Source Sole Source

Supporting Documents: indicate which are included in the request from the list below.

- Supplier Quote Supplier Sole Source Letter Final draft agreement
 Final draft Form 11 H-11 approved by RCIT/TSOC Grant Agreement
 Other: _____ (i.e. CA Secretary of State Business Entity Information, Dept. of Justice Registration Conformation for non-profits, etc.)

1. Requested Supplier Name: John F. Kennedy Memorial Foundation (JFK)
Supplier ID: 00000018119
 - a. Describe the goods/service being requested: Differential Response (DR) services is to provide early, intervention/prevention services to families referred to DPSS' Central Intake's Child Abuse Hotline, who do not require an open case, to prevent future referrals and/or entry into the Child Welfare System. Due to the delays associated with obtaining AB339 approval, DPSS is requesting approval of the SSJ and executing gap amendment DPSS-0003459 to ensure there is no interruption of services. DPSS is in the process of finalizing and releasing a bid solicitation for Differential Response services.



ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

- b. Explain the unique features of the goods/services being requested from this supplier: JFK is one of two current vendors for these services and request an additional one-year agreement while a competitive bid solicitation is completed and a new vendor is awarded. DR is unique in the way that the direct services are for families with outside agencies..
- c. What are the operational benefits to your department? DR services will allow DPSS to continue to incorporate evidence-based practices as well as meaningful outcome-based measures. The referrals to ancillary services provide additional community support with outside agencies.
- d. Provide details on any cost benefits/discounts.
CDSS will not provide funding for alternative systems during this transition.

2. Can this request be formally bid out or procured using a viable solution such as an existing cooperative agreement or existing contract with another department or public entity?

Yes No

a. If yes, please explain why you are requesting to utilize an SSJ process?

3. Has your department previously requested/received an assigned tracking number for a single or sole source request for this Supplier for the goods/service requested now? *(If yes, please provide the reviewed single or sole source tracking number).*

Yes SSJ# _____ No

a. What was the total annual and aggregate amount? N/A

4. Identify all costs for this requested in the table below:
If review is for multiple years, all costs must be identified below:

Description:	7/1/26-6/30/27	Total
Differential Response	\$102,804	\$102,804
Total Annual Cost	\$102,804	\$102,804
20% contingency of the Total Annual Cost	\$20,561	\$20,561



ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

5. Period of Performance: 12/08/2021 through 6/30/2027

Ratify Start Date (if applicable): N/A

Initial Term Start Date: 12/08/2021 End Date: 6/30/2027

Number of renewal options (please provide those options: (i.e., one year with an option to renew four additional one-year periods): 0

Aggregate Term/End Date: 6/30/2027

6. Projected Board of Supervisor Date (if applicable): June 23, 2026

By signing below, I certify that all contractual and legal requirements to do business with the selected supplier has been fully vetted and approved.

CHARITY DOUGLAS

Charity Douglas (handwritten signature)

06/10/2026

Print Name

Department Head Signature
(Executive Level Designee)

Date

PCS Reviewed:

Kimbelry Cruz, Supervising PCS

Kimberly Cruz (handwritten signature)

6/10/26

Print Name

Signature

Date

Note: Once signed by the Department Head and PCS (signature lines above), the PCS will e-mail completed SSJ form with supporting documents to psolesource@rivco.org, and cc: Supervising PCS. Please reach out to your assigned PCS with any questions.

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

Purchasing Department Review and Comments:



Administrative Office
4060 County Circle Drive, Riverside, CA 92503
951.358.3000 FAX: 951.358.3036
www.dpss.co.riverside.ca.us

ADMINISTRATIVE SERVICES DIVISION

Charity Douglas, Director
Dr. Carl Letamendi, Assistant Director

Not to exceed:

One-time \$ _____

Annual Amounts reflected in completed chart for Question #4

Total Cost \$ _____

Aggregate Amount \$ _____

<u>Stacy Orton</u>	<u>6/15/2026</u>	<u>26-208</u>
Purchasing Agent Signature	Date	Tracking Number
		(Reference on Purchasing Documents)