



Board Agenda Item 53

DATE: July 9, 2019

TO: Board of Supervisors

SUBMITTED BY: Kirk Haynes, Chief Probation Officer

SUBJECT: Agreement with Focus Forward

RECOMMENDED ACTION(S):

1. **Make a finding that it is in the best interest of the County to suspend the competitive bid process consistent with Administrative Policy No. 34 for unusual or extraordinary circumstances, as Focus Forward has provided prevention and intervention services through mentorship to youth at the Juvenile Justice Campus since 2006; and**
2. **Authorize the Chairman to execute an Agreement with Focus Forward for prevention and intervention services for youth housed at the Juvenile Justice Campus, effective July 20, 2019, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$458,605.**

There is no Net County Cost associated with the recommended actions. Focus Forward is a community based non-profit corporation created in 2006 to serve at risk youth in collaboration with the Probation Department. This organization has been providing prevention and intervention services, including mentoring, to youth housed at the Juvenile Justice Campus (JJC) since that time. The recommended agreement will continue these services, and be funded with Youthful Offender Block Grant funds. This item is countywide.

ALTERNATIVE ACTION(S):

If the recommended actions are not approved, Focus Forward will have to search for alternative funding streams in order to continue these services. Should alternative funding not be found, the services provided by Focus Forward will likely not be provided to youth at the JJC.

SUSPENSION OF COMPETITION/SOLE SOURCE CONTRACT:

The request to suspend the competitive bidding process consistent with Administrative Policy No. 34, is due to the fact that Focus Forward has provided prevention and intervention services through mentorship to at risk youth at the JJC in collaboration with the Probation Department since 2006. In 2014, Focus Forward expanded its services to youth identified as at risk of placement in a group home or foster care placement, or family disruption. The recommended agreement with Focus Forward will continue these services for youth at the JJC. Based on these factors, the competitive bidding process was waived and a letter of interest was not issued. The Internal Services Department - Purchasing concurs with the Department's request to suspend the competitive bidding process.

FISCAL IMPACT:

There is no Net County Cost associated with the recommended actions. This Program is funded with

Youthful Offender Block Grant funds. The annual maximum compensation for this Agreement is \$91,721. The maximum cost of the Agreement is \$458,605 over five years. Appropriations and estimated revenues are included in the FY 2019-20 Recommended Budget for Probation Org 3430.

DISCUSSION:

Focus Forward is a community-based non-profit corporation created in 2006 to serve at risk youth in collaboration with the Probation Department. This Program was previously funded through a grant (2006 through mid-2014). The grant funding was eliminated, and since Focus Forward was already providing similar services at the JJC and was able to expand services to youth identified as at risk of group home or foster care placement, or family disruption, an inter-departmental agreement for these services was entered into with funding from the Department of Social Services (DSS). DSS funded this program mid-2014 through June 30, 2017. Upon the expiration of the inter-departmental agreement, the departments mutually agreed that DSS would continue to fund the agreement through the end of FY 2016-17, and that effective July 1, 2017, Probation would fund the agreement with Youthful Offender Block Grant funds.

The recommended Agreement with Focus Forward will continue to provide prevention and intervention services to a target population of youth at the JJC. The Agreement will provide services, including coordination services for volunteers (including student interns), who provide mentoring services to youth in custody. Coordination services include, but are not limited to, volunteer outreach and recruitment; background checks; volunteer management and support; case file review; and screening and assessment of youth for mentoring services and programs. Focus Forward will also continue to partner with Probation staff in providing in custody and reentry programming.

REFERENCE MATERIAL:

BAI #46, September 26, 2017

BAI # 41, May 20, 2014

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with the Clerk - Agreement with Focus Forward
Suspension of Competition Form

CAO ANALYST:

Samantha Buck