



COUNTY of VENTURA

MELISSA LIVINGSTON
Director

June 18, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

HUMAN SERVICES AGENCY

855 Partridge Drive
Ventura, CA 93003
805-477-5100

JENNIE PITTMAN
Deputy Director
Administrative Services

VICTORIA JUMP
Deputy Director
Aging & Disability Services

DAVID SWANSON HOLLINGER
Deputy Director
Children & Family Services

MARISSA MACH
Deputy Director
Community Access & Engagement

ELAINE MARTINEZ
Deputy Director
Community Services

Subject: Approval of, and Authorization for the Human Services Agency Director or Purchasing Agent to Sign, Twenty-One (21) Contracts in the Combined Not-to-Exceed Amount of \$7,834,227 with Various Entities for the Provision of a Variety of Social Services Programs for Fiscal Year 2024-25; and Authorization for the Human Services Agency Director or Purchasing Agent to Approve and Sign Additional Limited Contract Modifications, Subject to Certain Conditions.

Recommendations:

1. Approve, and authorize the Human Services Agency (HSA) Director, or Purchasing Agent or designee, to sign, twenty-one (21) contracts in the combined not-to-exceed amount of \$7,834,227 with various entities as identified below for the provision of a variety of social services programs, for Fiscal Year (FY) 2024-25, as set forth in the Contracts Summary (Exhibit 1).

Workforce Services

Contract Vendor – Program	Contract Amount	Source of Funding	Net County Cost	Budget Division
1. Career Team, LLC – Career Center System Services	\$2,400,000	Federal	\$0	3452
Total Workforce Services:	\$2,400,000		\$0	

Older Adult Services

Contract Vendor – Program	Contract Amount	Source of Funding	Net County Cost	Budget Division
2. City of Fillmore – Senior Nutrition Program	\$45,861	Federal, State	\$0	3501

3. City of Moorpark – Senior Nutrition Program	\$65,100	Federal, State	\$0	3501
4. City of Oxnard – Senior Nutrition Program	\$145,050	Federal, State	\$0	3501
5. City of Port Hueneme – Senior Nutrition Program	\$27,900	Federal, State	\$0	3501
6. City of San Buenaventura – Senior Nutrition Program	\$135,500	Federal, State	\$0	3501
7. City of Santa Paula – Senior Nutrition Program	\$74,155	Federal, State	\$0	3501
8. City of Simi Valley – Senior Nutrition Program	\$261,750	Federal, State	\$0	3501
9. Camarillo Health Care District – Senior Nutrition Program	\$204,733	Federal, State	\$0	3501
10. Conejo Recreation and Park District – Senior Nutrition Program	\$132,500	Federal, State	\$0	3501
11. Conejo Valley Senior Concerns – Senior Nutrition Program	\$101,600	Federal, State	\$0	3501
12. HELP of Ojai – Senior Nutrition Program	\$95,200	Federal, State	\$0	3501
13. Will and Nikki, Inc. (dba Nikki's Casamia) – Senior Nutrition Program	\$183,500	Federal, State	\$0	3501
14. Jordano's Foodservice – Senior Nutrition Program	\$800,000	Federal, State	\$0	3501
15. Spencer Hilbert (dba Azul) – Senior Nutrition Program	\$240,000	Federal, State	\$0	3501
16. Revolution Foods – Senior Nutrition Program	\$100,000	Federal, State	\$0	3501
17. Ventura Harbor Restaurant Associates, Inc. (aka Water's Edge) – Senior Nutrition Program	\$130,000	Federal, State	\$0	3501
18. Waterside Restaurant – Senior Nutrition Program	\$130,000	Federal, State	\$0	3501
19. Long Term Care Services – Ombudsman and Preplacement Counseling	\$411,378	Federal, State	\$0	3501
Total Older Adult Services:	\$3,284,227		\$0	

CalWORKs Services

Contract Vendor – Program	Contract Amount	Source of Funding	Net County Cost	Budget Division
20. Goodwill Industries of Ventura & Santa Barbara Counties Enrollment – Expanded Subsidized Employment Program	\$650,000	Federal	\$0	3415
Total CalWORKs Services:	\$650,000		\$0	

Transitional Living Services

Contract Vendor – Program	Contract Amount	Source of Funding	Net County Cost	Budget Division
21. The River Community Church Ventura, Inc. – RAIN Bridge Housing Program (term 7/1/2024-6/30/2027)	\$1,500,000	County General Fund	\$1,500,000	3431
Total Transitional Living Services:	\$1,500,000		\$1,500,000	
FY 2024-25 Total	\$6,834,227		\$500,000	
FY 2025-26 Total	\$500,000		\$500,000	
FY 2026-27 Total	\$500,000		\$500,000	
Grand Total	\$7,834,227		\$1,500,000	

2. Authorize the HSA Director, or Purchasing Agent or designee, to approve and sign modifications to (a) increase the amount of the contracts up to 10%, (b) decrease the amount of the contracts by any amount, or cancel the contracts due to funding limitations or other circumstances allowable per contract terms, (c) extend the time for performance up to six-months, or in the case of a grant-funded program to the length that matches the grantor's extension, and (d) approve corrections, clarifications, technical changes and modifications to each contract, when the changes are consistent with the original purpose of the contract, subject to County Executive Office and County Counsel review and approval.

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	Federal, State, County General Fund
Funding Match Required:	Yes, some agreements noted below as Net County Costs
Impact on other Departments:	None

Summary of Revenue and Costs:

	<u>FY 2023-24</u>	<u>FY 2024-25</u>
Revenue:		
Direct	\$0	\$6,334,227
Total Revenue	\$0	\$6,334,227
Costs:		
Direct	\$0	\$6,834,227
Indirect	Minimal	Minimal
Total Costs	\$0	\$6,834,227
Net County Cost	\$0	\$500,000

Sufficient revenue and appropriations are included in HSA's Preliminary Budget for FY 2024-25. Except where indicated by Net County Cost, full reimbursement will be made to the County from the various funding streams. If the final State budget or other revenue sources adversely impact any of these contracts, HSA will make the necessary adjustments to ensure contract costs are maintained within its budget for FY 2024-25. The total amount of these contracts will not exceed \$7,834,227, with a Net County Cost of \$1,500,000.

Discussion:

General Background

Each year, HSA contracts with a variety of entities (e.g., community-based organizations, colleges, etc.) for the provision of a wide range of social services to assist in meeting the needs of various target populations served by HSA. The contracts listed above are summarized in Exhibit 1 and are being renewed or extended according to successful performance under the current year contract, or established as the result of a successful request for proposals. Except where otherwise noted, the contracts have a term of July 1, 2024, through June 30, 2025. Although these are new contracts, each of the programs has been in existence for several years, enabling HSA to serve our client most in need. The contracts are renewable based on contractor performance, funding availability and your Board's approval.

This is the second and final letter being brought to your Board to approve HSA's annual contracts for FY 2024-25.

Ongoing HSA Program Performance

HSA has conducted onsite program and fiscal monitoring and/or desk reviews of many of its contracts with social service contractors and has produced reports of its findings and observations to the contractors and appropriate HSA staff. Contractor performance is reviewed on a quarterly basis to measure achievement of identified contract goals and outcomes. Generally, contractors have complied with the terms and conditions of the contracts and have performed satisfactorily in the delivery of the agreed upon social services. When necessary, County technical assistance has been provided to resolve any substantive findings and corrective actions have been implemented. We will continue to work with contractors to refine service expectations, performance goals and outcomes.

HSA is generally satisfied with the performance of the contractors and anticipates that social services to be provided under these contracts will continue to meet or exceed expectations for service delivery in the next term. Ongoing monitoring will continue to be conducted throughout the year to review contractor compliance and provision of appropriate high-quality program services. Planned outcomes against actual performance will continue to be reported on a quarterly basis to HSA senior management to track progress.

Conclusion

We ask that your Board approve these contracts to continue the program services for FY 2024-25. All contracts have been reviewed to ensure that the services to be provided will not replace or reassign the work of existing County employees. We also ask your Board to delegate authority to the HSA Director, or Purchasing Agent or designee, to modify the contracts within the parameters described in recommendation two to respond swiftly to needed changes to achieve program goals and to ensure costs are maintained within available funding and budgets.

Strategic Plan:

These programs contribute to the Board of Supervisors' 2024-2027 Strategic Plan priorities to 'Address Homelessness and Lift Up the Most Vulnerable', Goal (2) Meet/sustain basic needs and be a reliable safety net for our vulnerable populations; and 'Fiscal Responsibility and Economic Vitality', Goal (1) Maintain a transparent and balanced budget, while funding essential services and implementing cost-saving measures.

This item has been reviewed by the County Executive Office, the Auditor-Controller's Office, the Purchasing Agent and County Counsel. If you have any questions, please contact me at 805-477-5301, or Jennie Pittman, Deputy Director for Administrative Services, at 805-477-5340.


Melissa Livingston
Director

Attachments:

- Exhibit 1 – FY 2024-25 HSA Contracts Summary Nos. 1-21
- Exhibit 2 – Career Team, LLC – Career Center System Services
- Exhibit 3 – City of Moorpark – Senior Nutrition Program
- Exhibit 4 – City of Fillmore – Senior Nutrition Program
- Exhibit 5 – City of Oxnard – Senior Nutrition Program
- Exhibit 6 – City of Port Hueneme – Senior Nutrition Program
- Exhibit 7 – City of San Buenaventura – Senior Nutrition Program
- Exhibit 8 – City of Santa Paula – Senior Nutrition Program
- Exhibit 9 – City of Simi Valley – Senior Nutrition Program
- Exhibit 10 – Camarillo Health Care District – Senior Nutrition Program
- Exhibit 11 – Conejo Recreation & Park District – Senior Nutrition Program

Board of Supervisors

June 18, 2024

Page 6

Exhibit 12 – Conejo Valley Senior Concerns – Senior Nutrition Program

Exhibit 13 – HELP of Ojai – Senior Nutrition Program

Exhibit 14 – Will and Nikki Inc., dba Nikki's Casamia Restaurant – Senior Nutrition Program

Exhibit 15 – Jordano's Foodservice – Senior Nutrition Program

Exhibit 16 – Spencer Hilbert (dba Azul) – Senior Nutrition Program

Exhibit 17 – Revolution Foods – Senior Nutrition Program

Exhibit 18 – Ventura Harbor Restaurant Associates, Inc. (aka Water's Edge) – Senior Nutrition Program

Exhibit 19 – Waterside Restaurant – Senior Nutrition Program

Exhibit 20 – Long Term Care Services – Ombudsman and Preplacement Counseling

Exhibit 21 – Goodwill Industries of Ventura & Santa Barbara Counties – Expanded Subsidized Employment Program

Exhibit 22 – The River Community Church Ventura, Inc. – RAIN Bridge Housing Program