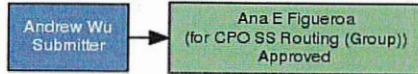




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Release Bid Workflow



Bid Information

Bid Number:

[057-05211119B1-AW](#)

Bid Title:

Sole Source For Orange County Department Of Education

Status

Status:

Approved

[View Workflow History](#)

Close

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Procurement

Sole Source Request Form

Attachment H

Sole Source Bidsync #

SECTION II – DEPARTMENT INFORMATION (Complete in its entirety)

Department: Orange County Probation Department		Date: 5/14/2019	
Vendor Name: Orange County Department of Education – Orange County Superintendent of Schools (OCDE) (ASERT/STEP)		Sole Source BidSync Number: 057-052119B-AW	
Is the above named vendor a retired employee of the County of Orange? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", review and Approval is required from CEO Human Resource Services prior to contract execution.			
Contract Term (Dates): 7/1/2019 – 6/30/2020		Is Agreement Grant Funded? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Funding Source <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 100% 2011 Realignment (75% JJCPA and 25% YOBG)	Proprietary? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Contract Amount? \$ 404,571		Is this renewable? If yes, how many years? Upon Board Approval	
Type of Request: <input type="checkbox"/> New <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Multi-Year <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Increase			
Renewal Year: 6 th		Did vendor provide a sole source affidavit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please attach Per Education Code 48645-48645.6	
Board Date: 6/25/2019	ASR Number: 19-000497	If not scheduled to go to the Board explain why? N/A	
Does Contract include Non-Standard Language? If yes, explain in detail. Yes - Contract contains mutual indemnification provisions and modified insurance provisions.			
Was Contract Approved by Risk Mgmt.? Yes		Was Contract Approved by County Counsel? Yes	
Were any exceptions taken? If yes, explain in detail. This contract includes mutual indemnification provisions and modified insurance requirements. Both OCDE and the County are self-insured governmental entities, therefore, CEO/Risk Management has deemed these provisions to be acceptable to the County.			
<input checked="" type="checkbox"/> DPA certifies that they have read and verified that the information is true and satisfies the sole source requirements listed in the County Contract Policy Manual.			

 **Procurement**
Sole Source Request Form

Attachment H

Sole Source Bidsync #

SECTION III – SOLE SOURCE JUSTIFICATION

1. **Provide a description of the type of contract to be established.** *(For example: is the contract a commodity, service, human service, public works, or other – please explain.) Attach additional sheet if necessary.*
Human Services

2. **Provide a detailed description of services/commodities and how they will be used within the department. If this is an existing sole source, please provide some history of its origination, Board approvals, etc.** *(This information may be obtained from the scope of work prepared by the County and the vendor's proposal that provides a detailed description of the services/supplies.) Attach additional sheet if necessary.*

Since 1998, The Board of Supervisors has approved agreements with the Orange County Superintendent of Schools, acting through the Orange County Department of Education (OCDE) for the provision of personnel support services for the education of youth participating in the Addiction Substance Abuse Education and Recognition Treatment (ASERT), Sobriety through Education Prevention (STEP), and Community Transition Services programs to the minors house in Probation's facilities/camps.

The program provides the youth with a basic understanding of alcohol and substance abuse and recovery/treatment. The males participate in the Addiction Substance Abuse Education and Recognition Treatment (ASERT) program and the females in Sobriety through Education Prevention (STEP) program. Through this contract, OCDE conducts academic and psychosocial assessments and testing of youth prior to the entry to the program. They network with the families, former schools, and employers regarding educational concerns and issues. Through academic assessments, OCDE develops an individual educational plan that to meet the academic needs and earn the youth school credits. They develop and recommend class assignments, evaluating and adjusting the curriculum and plan based on the individual needs. Additionally, OCDE provides Community Transition Services, which assists the youth in educational placement and enrollment in their home school district upon release. OCDE collaborates with public and private agencies for educational and vocational plans to better prepare them to reintegrate back into the community.

3. **Explain why the recommended vendor is the only one capable of providing the required services and/or commodities.** **How did you determine this to be a sole source and what specific steps did you take? Please list all sources that have been contacted and explain in detail why they cannot fulfill the County's requirements. Include vendor affidavit and/or other documentation which supports your sole source.** *(Responses will include strong programmatic and technological information that supports the claim that there is only one vendor that can provide the services and/or commodities. Your response will include information pertaining to any research that was conducted to establish that the vendor is a sole source, include information pertaining to discussions with other potential suppliers and why they were no longer being considered by the County.) Attach additional sheet if necessary.*

Pursuant to Education Code 48645-48645.6 OCDE is responsible for the administration and operation of juvenile court schools. OCDE has developed an expertise through past-demonstrated performance in meeting the educational needs of the youth house in Probation's facilities. OCDE provides trained personnel to facilitate the youths' reentry back into the community, by educating them on substance abuse and recovery, assessing their academic needs to develop educational goals that may earn credits towards their high school education. Upon Board approval of this renewal, Probation will be assessing the educational and programming needs to identify areas where consolidating the services may be more efficient.



OC Procurement

Sole Source Request Form

Sole Source Bidsync #

4. How does recommended vendor's prices or fees compare to the general market?Attach quotes for comparable services or supplies. Attach additional sheet if necessary.

There are no other potential providers based on the current scope of services, since OCDE is the only one that has access to the school records and transcripts and mandated to administer and operate juvenile court schools pursuant to Education Code Sections 48645-48645.6.

5. If the recommended vendor was not available, how would the County accomplish this particular task?

Attach additional sheet if necessary.

If OCDE could not provide the services outlined in this contract, the services would not be provided. OCDE is statutorily mandated to provide the personnel support for educational services and services that transition the youth back into their home school district. The Education Code would need to be amended to allow for an entity other than OCDE to provide these educational services.

6. Please provide vendor history – name change, litigation, judgments, aka, etc. for the last 7 years.

N/A

7. If vendor is a retired, former employee, has the vendor previously been rehired as a contractor within the last three years? ☐ Yes ☒ No

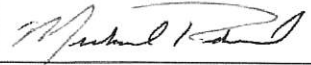
If yes, provide explanation/support for hiring the retired, former employee as a vendor and provide contract dates, scope of work, and total amounts paid under each contract.



Sole Source Request Form

Sole Source Bidsync #

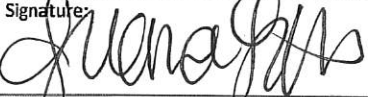
SECTION IV – AUTHOR/REQUESTOR

Signature: 	Print Name: Michael Redwood	Date: 5-20-19
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SECTION V – CEO Human Resource Services APPROVAL (Review and approval is required when vendor is a Retired, Former Employee.)

Signature:	Print Name:	Date:
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SECTION VI – DEPUTY PURCHASING AGENT CONCURRENCE

Signature: 	Print Name: Juana Larios	Date: 5/20/19
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SECTION VII – DEPARTMENT HEAD APPROVAL

Signature: 	Print Name: Steven J. Sentman	Date: 5/21/19
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SECTION VIII – COUNTY PROCUREMENT OFFICE

Prior to execution of a contract, the County Procurement Officer or designee shall approve All Sole Source requests for Commodities that exceed \$250,000, Capitol Assets and services exceeding \$75,000, and All other Sole Source requests that require Board approval despite the amount. Approvals are obtained electronically through the County's online bidding system.