



## Legislation Details (With Text)

**File #:** 24-0829      **Version:** 1

**Type:** Agenda Item      **Status:** Approved

**File created:** 4/25/2024      **In control:** Board of Supervisors

**On agenda:** 6/18/2024      **Final action:** 6/18/2024

**Title:** Health and Human Services Agency (HHS) recommending the Board:  
 1) Make findings that the provision of specialized training for staff development services provided by The Regents of the University of California on behalf of its Davis Campus Continuing and Professional Education (UC Davis) are in the public's best interest and that there are specialty skills, qualifications, and equipment not expressly identified in County classifications involved in the performance of the work in accordance with El Dorado County Ordinance Code, Chapter 3.13.030(B);  
 2) Make findings in accordance with Procurement Policy C-17 Section 3.4(2)(f) exempting the competitive bidding process with UC Davis, with Purchasing Agent concurrence, because "the procurement is for services where the continuity of providers will provide efficiency or critical knowledge, and other providers of the services cannot provide similar efficiencies or critical knowledge" and due to UC Davis being the only local educator capable of providing the needed training courses, therefore it is not possible to obtain competitive bids;  
 3) Approve and authorize the Chair to sign Agreement for Services 8435 with UC Davis, in the amount of \$296,437.50 and for the term of three years from July 1, 2024, through June 30, 2027;  
 4) Authorize the Purchasing Agent to execute amendments relating to Agreement 8435, contingent upon approval by County Counsel and Risk Management, which do not increase the maximum dollar amount or term of the Agreement; and  
 5) Authorize the HHS Director, or the Chief Assistant Director, to execute programmatic, administrative, and fiscal documents relating to Agreement 8435.

**FUNDING:** Federal and State - amounts vary based on utilization.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. A - Counsel Approval of Agreement, 8435, 2. B - Partially Executed Agreement, 8435, 3. C - Non Competitive Bid Justification Form, 4. Executed Agreement 8435

Date	Ver.	Action By	Action	Result
6/18/2024	1	Board of Supervisors	Approved	Pass

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 1) Make findings that the provision of specialized training for staff development services provided by The Regents of the University of California on behalf of its Davis Campus Continuing and Professional Education (UC Davis) are in the public's best interest and that there are specialty skills, qualifications, and equipment not expressly identified in County classifications involved in the performance of the work in accordance with El Dorado County Ordinance Code, Chapter 3.13.030 (B);  
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- 3) Approve and authorize the Chair to sign Agreement for Services 8435 with UC Davis, in the amount of \$296,437.50 and for the term of three years from July 1, 2024, through June 30, 2027;
- 4) Authorize the Purchasing Agent to execute amendments relating to Agreement 8435, contingent upon approval by County Counsel and Risk Management, which do not increase the maximum dollar amount or term of the Agreement; and
- 5) Authorize the HHSA Director, or the Chief Assistant Director, to execute programmatic, administrative, and fiscal documents relating to Agreement 8435.

**FUNDING:** Federal and State - amounts vary based on utilization.

**DISCUSSION / BACKGROUND:**

Since 2004, the Board has authorized HHSA to contract with UC Davis for the provision of specialized training for staff development and to participate in trainings to enhance technical skills, improve the quality of case management, and provide excellence in service delivery. The training programs offered by UC Davis are uniquely designed for county social services departments and programs, however, UC Davis also offers training opportunities that benefit all divisions within HHSA. Per the California Department of Social Services (CDSS) Manual of Policies and Procedures, Division 14 "Staff Development and Training," each county's Social Services Division must file an annual training plan to the CDSS. In accordance with these regulations, the staff training plan must reinforce existing knowledge of the programs, services, and legislation, as well as enable staff to acquire new skills and knowledge as a result of new legislation or new policies. The training provided by UC Davis enables HHSA to ensure that the mandated training requirements for the County's Social Services job classifications are met.

Recently, HHSA contracted with UC Davis through Agreement 5541, approved by the Board on June 8, 2021, with the term of July 1, 2021, through June 30, 2024 (Legistar item 21-0853). Agreement 8435 with UC Davis is the renewal of Agreement 5541 for a subsequent three-year term beginning July 1, 2024, to ensure continuity of the provision of specialized training for staff development.

The need for specialized training for staff development in any given fiscal year is difficult to anticipate and the County does not have staff who can provide the needed specialized training. As such, the proposed UC Davis Agreement 8435 will allow HHSA staff to continue to receive various training opportunities that benefit them, while also ensuring that that HHSA meets the CDSS' training requirements for Social Services job classifications. HHSA recommends the Board approve of Agreement 8435 to allow the continuation of these training services to staff.

In adherence with Procurement Policy C-17 Section 3.4(2f) exemption from competitive bidding, HHSA recommends, with Purchasing Agent concurrence, that the Board waive competitive bidding requirements as "the procurement is for services where the continuity of providers will provide efficiency or critical knowledge, and other providers of the services cannot provide similar efficiencies or critical knowledge." UC Davis is the only local vendor to meet the County's online/virtual and in-person training needs since 2004, therefore, it is not possible to obtain competitive bids.

**ALTERNATIVES:** Should the Board decline to approve Agreement for Services 8435, HHSA will need to obtain similar training from another Contractor which may not be possible, or the lack of a contract will prevent certain HHSA staff from receiving required training to meet the Social Services classification requirements. Staff would lose the continuity of courses if taking a course in a series and the County would lose established connections with instructors.

**PRIOR BOARD ACTION:**

- 1) 06/10/2014, 14-0670, HHSA Regents of Univ. California Agmt
- 2) 06/16/2015, 15-0699 V. 1, HHSA UC Davis Agreement 533-S1511
- 3) 03/21/2017, 15-0699 V. 2, HHSA UCD Amendment 1 533-S1511
- 4) 06/12/2018, 18-0556, HHSA-Regents of the University of CA/UC Davis #2913
- 5) 06/08/2021, 21-0853, HHSA UC Regents of the University of California/UC Davis 5541

**OTHER DEPARTMENT / AGENCY INVOLVEMENT:**

Approved by County Counsel, Human Resources, Risk Management, and Procurement and Contracts Division. The Auditor-Controller has been notified in accordance with Policy B-12.

**CAO RECOMMENDATION:**

Approve as recommended.

**FINANCIAL IMPACT:**

As the training outlined in the contract is on an “as requested” basis over a three-year period, the funding sources of Agreement 8435 will vary based on utilization. It is anticipated that the services in Agreement 8435 will be funded by State and Federal funding. There is no Net County Cost associated with this Agenda item. Sufficient appropriations were included in the Fiscal Year 2024-25 Budget and will be included in future budgets for the term of the Agreement.

**CLERK OF THE BOARD FOLLOW UP ACTIONS:**

Clerk of the Board to obtain signature of Chair on one original Agreement for Services #8435

**STRATEGIC PLAN COMPONENT:**

Workforce Excellence

**CONTACT:**

Olivia Byron-Cooper, MPH, Director, Health and Human Services Agency