



## Legislation Text

File #: 23-147, Version: 1

## Memorandum

**Date:** February 14, 2023

**To:** The Honorable Lake County Board of Supervisors

**From:** Crystal Markytan, Director, Social Services

**Subject:** Approve Contract between County of Lake and The Regents of the University of California for Training Services, in the amount of \$339,915 from January 1, 2023 to June 30, 2024, and authorize the Chair to sign.

**Executive Summary:**

The University of California Davis Campus (UC Davis) provides essential training, including all related materials, for Social Services (DSS) employees. Trainings cover various topics including Civil Rights, Welfare Fraud- Prevention and Detection, Accounting and Fiscal trainings, and even Field Safety Training. Many of these courses are required in order to comply with State regulations. The trainings not required by State law provide valuable information that would not be readily available or cost effective without the UC Davis contract. Because the vast majority of trainings are held at DSS, there are no venue costs to provide, and no meal, travel, or lodging reimbursements are necessary for employees attending. Furthermore, DSS and UC Davis adapted to COVID-19 regulations and transitioned trainings into an online platform, which increased flexibility and allows more employees to attend trainings. DSS increased the contract to include up to 86 training units available for use over the 18-month Contract period. In fiscal year 21/22, LCDSS held 22 UC Davis training sessions.

In July of 2022, Social Services issued a Request for Proposals (RFP) for training services, and UC Davis was the only entity to submit a bid. UC Davis has included a 7% Cost Share which provides the County with a \$25,585 discount.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \$339,915 Amount Budgeted: \$339,915 Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Purchasing Considerations** (check all that apply):☐ Not applicable

☒ Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$!26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$!26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (*describe process undertaken in "Executive Summary"*)

☐ Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)

☐ For Technology Purchases: Vetted and Supported by the Technology Governance Committee  
<<http://lcnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (*Please describe in Executive Summary*)

**Consistency with Vision 2028 <<http://www.lakecountycalifornia.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>**

(check all that apply):

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Not applicable                         |  |
| <input type="checkbox"/> Economic Development    | <input type="checkbox"/> Public Safety                          | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Infrastructure                         | <input checked="" type="checkbox"/> County Workforce                 |
|  | <input checked="" type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake                                  |

**Recommended Action: Approve Contract between County of Lake and The Regents of the University of California for Training Services, in the amount of \$339,915 from January 1, 2023 to June 30, 2024, and authorize the Chair to sign.**