



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
SHERIFF'S OFFICE



DATE: August 4, 2009
BOARD MEETING DATE: August 25, 2009
SPECIAL NOTICE/HEARING: None
VOTE REQUIRED: Majority

TO: Honorable Board of Supervisors
FROM: Sheriff Greg Munks
SUBJECT: Agreement with the San Mateo County Superintendent of Schools

RECOMMENDATION:

Adopt a Resolution:

1. Waiving the Request for Proposal (RFP) process;
2. Authorizing the President of the Board to execute an Agreement with the San Mateo County Superintendent of Schools for prevocational and remedial education programs within the County's correctional facilities, in an amount not-to-exceed \$165,765, funded through the Inmate Welfare Fund (IWF), for a one (1) year term commencing July 1, 2009 to June 30, 2010; and
3. Authorizing the Sheriff or Sheriff's designee to execute amendments and minor modifications to this agreement not to exceed an aggregate of \$25,000, on the condition that sufficient funds are available in the Inmate Welfare Fund; and/or to modify the contract term and/or services, so long as the modified term or services is/are within the current or revised fiscal provisions.

BACKGROUND:

The IWF Committee has annually recommended that the County contract with the San Mateo County Superintendent of Schools for basic skills instruction, General Education Development high school equivalency certificate (GED) testing, vocational counseling, information and referral services, and follow-up services to inmates in San Mateo County's correctional facilities. Provision of these services is encouraged under Title XV and by the State Correctional Standards Authority during the Board's annual jail inspection.

The IWF consists of monies held and expended for the welfare of inmates. It is unique for two reasons: inmates and their families provide income for the fund through commissary sales and telephone call charges; and disbursements from the fund must be used for the benefit, welfare and education of inmates and their families, pursuant to statute.

The Inmate Education Project's principal mission is to work with inmates who have not graduated from high school by preparing them for the GED test. Services are geared toward preparing the inmates to make a successful transition to employment or occupational programs upon their release.

DISCUSSION:

The Superintendent of Schools provides educational programs in correctional facilities including classes in English, Math, Social Studies, Literature/Arts, Science, and Reading. At any given time, approximately 85-100 inmates participate in programs, which operate five (5) days a week, Monday through Friday. The sentenced inmate population has steadily utilized instructional classes that concentrate on General Education Development high school equivalency certificate (GED) preparation.

In FY 2008-09, the Inmate Welfare Fund (IWF) Committee contributed \$163,339 to the inmate education program, via contract with the San Mateo County Superintendent of Schools. The proposed FY 2009-10 Agreement is for \$165,765, an increase of \$2,426, or 1.5%. State educational funding continues to be reduced as a result state budget cuts. Therefore, an increase in the contract amount is necessary to keep up with the need and demand for GED testing, coordination and instruction services.

The County has contracted with the Superintendent of Schools for these services since 1994. The Superintendent of Schools is the lead public education agency in San Mateo County, and in that capacity the Superintendent coordinates all special educational programs such as in-custody GED course work. Therefore, it is in the best interest of the County to waive the RFP process and continue to contract with the Superintendent of Schools on the basis of being a sole source provider in the County of San Mateo.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

County Counsel has reviewed and approved the Resolution and Agreement as to form.

Approval of this Agreement contributes to the Shared Vision 2025 outcome of a Prosperous Community by enabling inmates to increase skills which will lead to a broader range of job opportunities, as well as help those inmates who are parents to instill a love of learning in their children. It is anticipated that 15% of inmates served under this agreement will qualify for a GED, and 85 inmates will take GED tests for the first time. These performance targets reflect improvement from the previous year.

PERFORMANCE MEASURE:

Measure	FY 2008-09 Actual	FY 2009-10 Projected
Percent of inmates who have successfully taken and passed each of the five exams required to qualify for a GED Certificate	13%	15%

FISCAL IMPACT:

The proposed Agreement is for an amount not-to-exceed \$165,765 and a one (1) year term commencing July 1, 2009 to June 30, 2010. Funding will come from the FY 2009-10 Inmate Welfare Fund. There is no fiscal impact upon the County's General Fund.