



COUNTY OF SAN MATEO
Inter-Departmental Correspondence
Sheriff's Office



Date: July 8, 2013
Board Meeting Date: August 6, 2013
Special Notice / Hearing: None
Vote Required: Majority

To: Honorable Board of Supervisors
From: Greg Munks, Sheriff
Subject: Agreement with the San Mateo County Office of Education

RECOMMENDATION:

Adopt a Resolution waiving the Request for Proposals process and authorizing an agreement with the San Mateo County Office of Education for prevocational and remedial education programs within the County's correctional facilities, for the term of July 1, 2013 through June 30, 2014, in the amount of \$124,306.

BACKGROUND:

The Inmate Welfare Trust Fund has been set up under California Penal Code Section 4025, which provides that the Sheriff may operate a commissary in the jail, and that profits shall be deposited into an Inmate Welfare Trust Fund. Section 4025 also provides that a refund, rebate, or commission received from a telephone company for inmates use of telephones shall be deposited into the Inmate Welfare Fund. The fund may only be used primarily for the benefit, education, and welfare of inmates, and maintenance of county jail facilities, which includes the cost of operating programs to benefit the inmates, including, but not limited to, education, drug and alcohol treatment, welfare, library, accounting, and other programs deemed appropriate by the Sheriff.

A committee consisting of the Assistant Sheriff, Corrections Division Captain and a community representative oversee the Inmate Welfare Trust Fund operation. Each year the committee receives proposals from service providers outlining their funding requests. The committee makes recommendations for award of contracts, most of which, because of the dollar amount, come before the Board of Supervisors for approval.

DISCUSSION:

The San Mateo County Office of Education provides educational programs to inmates housed in the Sheriff's adult correctional facilities. Programs offered include classes in English, math, social studies, literature/arts, science and reading. The sentenced inmate

population has steadily utilized instructional classes that concentrate on General Education Development (GED) high school equivalency certificate preparation.

The Sheriff's Office requests a waiver of the Request for Proposals requirement as the Office of Education is the lead public education agency in San Mateo County and in that capacity coordinates all special educational programs, such as in custody GED course work.

The Sheriff's Office also requests that your Board authorize the Sheriff or Sheriff's designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

The agreement and Resolution have been reviewed and approved by County Counsel as to form. The contractor meets insurance certification requirements.

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.

The agreement contributes to the Shared Vision 2025 outcome of Safe Neighborhoods 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.

PERFORMANCE MEASURES:

Measures	FY 2012-13 Actual	FY 2013-14 Projected
The number of inmates who have successfully taken and passed each of the five exams required to qualify for a High School Equivalency Certificate	51	51
The number of official GED tests given in the Sheriff's correctional facilities	434	434

FISCAL IMPACT:

The term of the agreement is July 1, 2013 through June 30, 2014, and the maximum obligation is \$124,306. This amount is 100% funded through the Inmate Welfare Trust Fund. There is no Net County Cost.