FROM : HUMAN RESOURCES:

SUBJECT: HUMAN RESOURCES: Approve and execute the Agreement to designate United Way of the Inland Valleys as the Principal Combined Fund Drive Organization for the County of Riverside for five (5) years, All Districts. [$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve and execute the attached Agreement with United Way of the Inland Valleys to provide fund distribution services for the County Employee Campaign for five (5) years, effective July 1, 2017 through June 30, 2022.

2. Authorize the Purchasing Agent, in accordance with Ordinance 459.4, to sign amendments that do not change the substantive terms of the agreement as approved by County Counsel.

ACTION: Policy
C.E.O. RECOMMENDATION: Approve

BACKGROUND:
Summary
Each year in the fall, employees are given the opportunity to contribute to charities by payroll deductions. Board Policy C-14 provides for a single organization to head up the fund drive as the “Principal Fund Drive Organization” for five years.

On June 22, 2010, Agenda Item 3.22, United Way of the Inland Valleys was awarded as the Principal Fund Drive Organization. On September 13, 2016, Agenda Item 3.30, the contract was extended through June 30, 2017.

Requests for proposals to serve as the Principal Fund Drive Organization were solicited in accordance with policy C-14. The County received one proposal, from the current Principal Fund Drive Organization, United Way of the Inland Valleys. United Way has been a valued partner during the prior contract periods as the County’s coordinator for the payroll deduction drive for the benefit of all the participating charitable organizations.

Human Resources recommends the designation of United Way of the Inland Valleys to continue as the Principal Fund Drive Organization for the fiscal years 2017-18 through 2021-22.

Impact on Residents and Businesses
The employee campaign enables employee giving through payroll or one time deductions to any 501(c)(3) organization. Many of the funds stay in the local area and help to better the lives of county residents.

SUPPLEMENTAL:
Additional Fiscal Information
The United Way of the Inland Valleys will receive no more than 14.32% of donations received for administrative and operational costs. The County does not receive funding to offset any administrative costs departments may incur. The employee contributions are estimated at $800,000 per year.

Contract History and Price Reasonableness

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<tr>
<th>FINANCIAL DATA</th>
<th>Current Fiscal Year:</th>
<th>Next Fiscal Year:</th>
<th>Total Cost:</th>
<th>Ongoing Cost</th>
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<td>COST</td>
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<td>NET COUNTY COST</td>
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SOURCE OF FUNDS: N/A

Budget Adjustment: No
For Fiscal Year: 17/18-21/22
County Purchasing released a Request for Proposal (RFP) HRARC-071, to solicit as many qualified organizations as possible. Purchasing sent notifications to all known organizations and contacts registered in the County database and publicpurchase.com as well as advertised on the County Purchasing internet site. This amounted to over 40 individuals and/or companies. Only one response was received from the incumbent, United Way of the Inland Valleys which presented an overview of their services to be provided to our community. United Way of the Inland Valleys submitted a proposal with a 14.32% fee (administrative and operating) of the donations received based on the total employee contributions estimated at $800,000. The administrative and operating costs meet the county guidelines and have not changed from the previous agreement.

ATTACHMENTS:

ATTACHMENT A.  Service Agreement with United Way of the Inland Valleys