



# AGENDA STAFF REPORT

Control: 26001285

**MEETING DATE:** 05/19/2026  
**LEGAL ENTITY TAKING ACTION:** Board of Supervisors  
**BOARD OF SUPERVISORS DISTRICT(S):** District 2  
**SUBMITTING AGENCY/DEPARTMENT:** Probation  
**DEPARTMENT CONTACT PERSON(S):** Daniel Hernandez, 714-645-7001  
 Jessica Johnson, 714-645-7004

**SUBJECT:** Approve Contract with Coastline Regional Occupational Program

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION
		3 Votes Board Majority

<b>Budgeted:</b> N/A	<b>Current Year Cost:</b> N/A	<b>Annual Cost:</b> FY 2026-27: \$270,024 FY 2027-28: \$278,077 FY20 28-29: \$287,223
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<b>Staffing Impact:</b> No	<b>Funding Source:</b> GF: 41%, State (DJJ Realignment JRBG): 59%	<b>Sole Source:</b> No
<b>Current Fiscal Year Revenue:</b> N/A		<b>County Audit in Last 3 years:</b> No
<b>Levine Act Review Completed?</b> Yes		
<b>Prior Board Action:</b> N/A		

## RECOMMENDED ACTION(S):

Authorize the County Procurement Officer or Deputized designee to execute contract with Coastline Regional Occupational Program for Culinary Arts and Medical Billing Vocational Services, effective July 1, 2026, through June 30, 2029, in an amount not to exceed \$835,324 renewable for two additional one-year terms.

## SUMMARY:

Approval of the Coastline Regional Occupational Program contract will provide vocational training, counseling and assistance with financial aid applications to eligible youth supervised by the Orange County Probation Department.

## BACKGROUND INFORMATION:

Senate Bill (SB) 823 (2020), also known as the “Juvenile Justice Realignment Bill” was signed into law by Governor Gavin Newsom on September 30, 2020. This legislation mandated the phased closure of California’s Department of Juvenile Justice (DJJ) and transferred to counties, the responsibility over custody, treatment, and supervision of youth adjudicated for serious and/or violent offenses under Welfare and Institutions Code § (WIC) 707(b).

On February 25, 2021, the Orange County Juvenile Justice Coordinating Council (OCJJCC) approved changes to its bylaws to include the creation of the OCJJCC’s SB 823 Subcommittee, which was tasked with drafting a plan to address the needs of youth within the target population. On May 27, 2022, the OCJJCC approved the Juvenile Justice Realignment Plan (Plan) created by the SB 823 Subcommittee to provide rehabilitative housing, re-entry services and supervision support , including post-secondary and career technical education for the target population. The approved plan included an evaluation component to measure the effectiveness of SB 823 programs and services.

In support of the Plan, on February 11, 2025, the Orange County Probation Department (Probation) released a Request for Proposals (RFP) via the County of Orange’s (County) online bidding system for Vocational Services including potential programs such as Culinary Arts and Medical Billing, for youth under Probation supervision. Probation received seven proposals by the deadline on March 31, 2025. The protracted timeline to finalize this RFP is due to various factors detailed below.

The Orange County Preference Policy (OCPP) was applicable and incorporated into the solicitation. One OCPP qualified proposal was submitted but the proposal did not score high enough to be considered for further evaluation. Three proposals did not score high enough on the written portion and did not proceed to the interview process; only four proposals were fully scored by the evaluation panel.

An evaluation panel consisting of five subject matter experts rated the proposals in accordance with the criteria outlined below.

<b>Evaluation Criteria (Written)</b>	<b>Maximum Points</b>
Knowledge and Experience	90
Staffing	120
Service Delivery	160
Service Cost	100
Compliance with the Model Contract	25
Outcomes	105
<b>Maximum Written Points</b>	<b>600</b>
<b>Evaluation Criteria (Interview)</b>	
<b>Evaluation Criteria (Interview)</b>	<b>Maximum Points</b>
Experience	80
Re-entry	80
Implementation Strategy	80
Staffing Plan	80
Short-Term Stays	80
<b>Maximum Interview Points</b>	<b>400</b>
<b>Total Maximum Points</b>	<b>1000 Points</b>

The evaluation panel scored proposals from the following respondents:

<b>Respondent</b>	<b>Total Score</b>
North Orange County Regional Occupational Program	2820
Coastline Regional Occupational Program (Coastline)	2610
Human Works Foundation	2365
PMR Associates	2155

Based on final scoring, the contract was not awarded to an OCPP qualified contractor under the Orange County Local Small Business preference policy, receiving a 5%-point advantage. See Attachment C for the list of contractors and their evaluation panel scores.

The panel's evaluation resulted in the North Orange County Regional Occupational Program (NOCROP) receiving the highest score, with an average score of 940. Coastline received the second highest score from the panel, with an average of 870.

Probation's intent for this RFP was to serve a large population with multiple programs, and Probation concurred with the panel's evaluation. An intent to award letter, naming both NOCROP and Coastline, was posted on July 11, 2025, and no protests were received. Probation is currently in negotiations with the North Orange County Regional Occupational Program for two separate vocational service contracts, which will provide construction and graphic arts programs.

Probation is requesting Board approval for this contract 10 months after the intent to award was issued due to extended contract reviews by the State that are required for services to be provided at certain Probation locations and extended negotiations between Probation and Coastline.

Probation staff have conducted due diligence on the Contractor. Reference checks were satisfactory and completed with the Irvine, Newport Mesa and Tustin Unified School Districts. Coastline currently provides vocational and college preparation courses to each of these school districts.

### **Scope of Services**

Program goals with Coastline are to develop two separate vocational services programs. The first will strengthen youth skills in food handling and preparation, and the second will teach youth the necessary skills of working in a medical office with a focus on medical billing. Coastline will also provide assistance with completing Federal Student Aid forms and assisting with applications for financial aid to further their education goals upon their release from Probation supervision. A Coastline vocational counselor will work directly with each youth and help create a road map of classes and training for each youth to fulfil their individual education or career goals.

#### **Culinary Arts Training Scope of Services**

During the culinary arts training, youth will develop skills in food safety and sanitization, nutrition basics and food service operations. At the conclusion of the 12-week culinary training, students will earn a ServSafe Certification, also known as a food handlers' card; a nationally recognized credential that can provide opportunities for future employment.

**Medical Billing Training Scope of Services**

At the conclusion of the 24-week medical billing training, students will be prepared to test for medical billing certification, which includes training on payment policies, bill coding and patient claims. See Attachment D for a complete list of the course topics.

The contractor will provide in person on-site instruction at the following locations, and online courses when permitted by the County. If any of these spaces should become unavailable due to facility reconstruction or reorganization, Probation will execute a contract amendment with Coastline identifying suitable facilities; chosen at Probation’s discretion.

Juvenile Hall	331 The City Drive Orange, CA 92868
Youth Guidance Center	3030 N. Hesperian Way Santa Ana, CA 92706
Youth Leadership Academy	3155 W. Steiner Way Orange, CA 92868

See Attachment D for the list of reports and performance data that will be assessed for each program. Other youth who are not WIC § 707(b) offenders but are under the supervision of, or housed by Probation, may also be eligible for the services described in this scope of work. Probation, in its sole discretion, will determine the population to be served by this agreement.

Probation now requests the Orange County Board of Supervisors’ (Board) authorization to execute a three-year contract with Coastline for vocational services, effective July 1, 2026, through June 30, 2029, in an amount not to exceed \$835,324 renewable for two additional one-year periods.

Probation has verified there are no concerns that must be addressed with respect to the Contractor’s ownership/name, litigation status or conflicts with County interests. This contract does not currently include subcontractors or pass through other contractors. See Attachment B for Contract Summary Form. An analysis was completed to determine the contracts provide the County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law.

**FINANCIAL IMPACT:**

Appropriations for this Contract will be included in Budget Control 057 FY 2026-27 Budget and will be included in the budgeting process for future years. The Contract includes provisions that the Contract is contingent upon the availability of funds and inclusion of sufficient funds in the budget approved by the Board for each fiscal year the Contract remains in effect or operation. In the event such funding is terminated or reduced, the County may terminate the Contract, reduce the County’s maximum obligation or modify the Contract, without penalty.

**STAFFING IMPACT:**

N/A

**REVIEWING AGENCIES/DEPARTMENTS:**

N/A

**ATTACHMENTS:**

Attachment A - Contract MA-057-26010713 with Coastline Regional Occupational Program

Attachment B - Contract Summary Form

Attachment C - Summarized Scores and Evaluator Scoresheets

Attachment D - List of Reports and Performance Data

Attachment E - Senate Bill 823 (2020)