



AGENDA ITEM: 26-21
DATE OF MEETING: July 8, 2026
ACTION: ☒
INFORMATION: ☐

**APPROVE AND RATIFY THIRD AMENDMENT
WITH SIDEKICK SOLUTIONS LLC FOR TECHNICAL ASSISTANCE
FROM JULY 1, 2025 – JUNE 30, 2027
(CONTRACT NO. CF25129)
[\$381,621 - PROP 10 FUNDS]**

SUMMARY OF REQUEST

Approve and ratify the Third Amendment to Contract No. CF25129 with Sidekick Solutions LLC to increase the not-to-exceed amount by \$194,995 for a total not-to-exceed amount of \$381,621 and extend the term through June 30, 2027. This amendment supports the Commission's data infrastructure, including cross-system referral, reporting, and automation capabilities for the Home Visiting Programs and Family Resource Centers.

BACKGROUND

Since 2020, the Riverside County Children and Families Commission has used Bonterra Impact Management/Apricot as its primary system for program data collection, reporting, and case management. The system was implemented to support evolving oversight and accountability needs.

Initial support was provided by Bonterra Tech LLC (formerly Social Solutions Global, Inc.). As program requirements expanded, particularly for Home Visiting providers and coordination with the Riverside County Department of Public Social Services (DPSS), the Commission engaged Sidekick Solutions to provide specialized technical assistance and system configuration.

Sidekick Solutions currently provides primary technical support for optimizing Apricot across Home Visiting programs and Family Resource Centers. Their work has enhanced system functionality, including the implementation of additional automation, connectivity APIs, data warehousing, improved backup and recovery, referral management, and reporting, supporting improved data quality and operational efficiency.

This amendment supports continuity of specialized technical assistance for the Commission's existing Apricot configuration, reporting, data warehouse, and integration infrastructure. Sidekick Solutions has direct knowledge of the Commission's current system design, prior configurations, data workflows, reporting architecture, and automation tools. Continuing with the existing technical assistance provider minimizes disruption, avoids duplicative onboarding and reconfiguration costs, and supports timely implementation of FY 2026/2027 priorities that build on work already completed under the current contract. Additional hours are needed to support data warehouse infrastructure, integration with other data systems, Power BI report/dashboard development, and automation/efficiency activities as described in the attached Third Amendment scope of work.

Because the amendment is effective July 1, 2026 and Commission approval is scheduled for July 8, 2026, the recommended action includes ratification of services and costs incurred from July 1, 2026 through the date of approval. Those services are included in the Scope of Work and not-to-exceed amount of the attached amendment. The listed initiatives will be prioritized and completed within the approved not-to-exceed amount and available technical assistance hours, with Commission staff directing sequencing based on operational need, readiness, and available data-sharing approvals.

On January 21, 2026 (Action Item 26-03): The Commission approved the Second Amendment to Contract No. CF25129 with Sidekick Solutions LLC increasing the not-to-exceed amount of the contract to \$186,626.

On May 14, 2025 (Action Item 25-19): The Commission approved Contract No. CF25129 with Sidekick Solutions LLC for \$147,026.

RECOMMENDED ACTION

That the Commission:

1. Approve and ratify the Third Amendment to Contract No. CF25129 with Sidekick Solutions LLC to increase the not-to-exceed amount by \$194,995, from \$186,626 to \$381,621 for the contract term July 1, 2025 - June 30, 2027, and authorize the Executive Director to execute the amendment on behalf of the Commission, subject to County Counsel approval as to form; and
2. Authorize the Executive Director, based on the availability of fiscal funding, to sign amendments that exercise the options of the executed Contract No. CF25129, on behalf of the Commission, including modifications of the statement of work that stay within the intent of said contract without requiring further action from the Commission, provided such modifications do not increase the not-to-exceed amount.

BUDGET IMPACT

Adequate appropriation is included in the budget for Fiscal Year 2026/2027 (525440-25800-938001-81250).

STRATEGIC PLAN RELEVANCE

Goal Area 4 – Countywide Programs

POTENTIAL CONFLICTS OF INTEREST

None known.

ATTACHMENTS

1. CF25129 A3 Sidekick Solutions LLC