



JENNIFER KENT
DIRECTOR

State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

August 28, 2015

Ms. Alice Gleghorn, Ph. D.
Director
County of Santa Barbara, Alcohol, Drug and Mental Health Services
300 North San Antonio Road, Building 3
Santa Barbara, CA 93110-4513

Subject: Agreement Number 15-92165

Dear Ms. Gleghorn:

The Department of Health Care Services (DHCS) has standardized its contracting procedures and agreement formats. The enclosed agreement references on-line general terms and conditions (i.e., GTC 610 or 307 or a GIA version) that are not attached to the agreement. The cited terms may be accessed by choosing the Standard Contract Language Tab at this Internet site: <http://www.dgs.ca.gov/ols/Resources/StandardContractLanguage.aspx>. The enclosed agreement is not binding until signed by both parties and approved by the appropriate state control agency (if such approval is required). No services are to be provided prior to receipt of all approvals as DHCS is unable to issue any payment prior to receipt of final approval. Expedient handling of this agreement is greatly appreciated.

For inquiries regarding this agreement, please contact Judy Thao at (916) 552-9170 and cite the DHCS agreement number identified above. Unless otherwise instructed, do not submit an invoice to DHCS for any services rendered under the referenced agreement until a copy of the fully executed agreement is received.

Complete the following items(s) and return them to the address stated below:

- Standard Agreement (STD 213) with attached exhibits. Sign the first page of the full Standard Agreement (STD 213) package that is enclosed. **Submit seven (7) copies with original signatures** and retain one copy for your files. Return all items to DHCS for further contract processing. A copy of the fully executed agreement will be returned to you.
- Payee Data Record (STD 204). No payment can be made unless this form is completed and returned.
- Contractor Certification Clauses (CCC). The CCC package contains clauses and conditions that may apply to your agreement and to persons doing business with the State of California. The CCC will be retained on file in a central location and must be renewed every three (3) years and updated as changes occur. **Please sign and return the first page of the current CCC.** It is available on the following Internet site <http://www.ols.dgs.ca.gov/Standard+Language/default.htm>. Failure to do so will prohibit DHCS from doing business with your company.
- (Optional to delete) The attached Agreement is signed on behalf of the Department of Health Care Services. Continue processing and when approved, return the original to the address indicated below.
- Approved Board Resolution or meeting minutes approval to contract with the State.

Return all designated materials to the following address:

Judy Thao, Contract Analyst
Department of Health Care Services
1501 Capitol Avenue, MS 4506
P.O. Box 997413
Sacramento, CA 95899-7413

Attachments

Contract and Facility Operations Support Section
Clinical Assurance and Administrative Support Division, MS 4506
P.O. Box 997413
Sacramento, CA 95899-7413

Internet Address: <http://www.DHCS.ca.gov>

**SANTA BARBARA COUNTY SPF SIG
 SEPTEMBER 30, 2015 to May 31, 2016
 YEAR 4 EXTENSION**

Costs for September 30, 2015 to May 31, 2016 are shown per each budget category in the following estimates. Budget items outline under the Contractual Services Category are activity-based to show a relationship with SPF SIG Action Plans for Santa Barbara. We have a project half year budget of \$70,000

Santa Barbara County

A. TOTAL PERSONNEL COSTS..... \$18,424

Project Director (0.5 FTE) \$ 3,720

The Project Director will oversee the fiscal and programmatic aspects of the project. The Project Director will provide leadership to the contract and be responsible for establishing the SIG Collaborative, managing contracts, budgets, staffing levels, and ensuring compliance with the contract plan. The Project Director will attend monthly meetings and supervise the SIG Prevention Healthcare Coordinator. The salary presented is actual salary. Percentage of FTE increased as implementation of project has developed and more support is required.

Project Director: \$93,000/year x .5 x 8mo. = **\$3,720**

SIG Prevention Healthcare Coordinator (0.20 FTE)

The SIG Prevention Healthcare Coordinator will be responsible for supervising the day-to-day operations of the contract including training and technical assistance, data collection and analysis, troubleshooting and interfacing with the statewide implementation and evaluation contractor, and providing progress reports. The salary presented is actual salary. Percentage of FTE increased as implementation of project has developed and more support is required.

SIG Prevention Healthcare Coordinator: \$59,000/year x .20 x 8 = **\$9,440**

Personnel subtotal: **\$13,160**

Employee Benefits

Annual employee benefits under the Santa Barbara County personnel system for classified positions include FICA, State Unemployment Insurance and Workers Compensation.

Employee benefits are calculated at 40%: **\$13,160 x .40 = \$5,264**

Total Personnel: **\$18,424**

B. TOTAL TRAVEL EXPENSES..... \$ 2,206

Local Travel

Travel from the north county to south county @ 150 miles roundtrip
 once per month x 8 months x .565 =

\$678

In-State Travel

Cost of attendance at one (1) required one-day training meeting in Sacramento for one person

Round Trip to Sacramento - 885 miles x .565 x 1/trip x 1 vehicle = **\$500**

Lodging - \$190/night (check costs) x 1 trip x 2 night per trip x 2 person = **\$760**

Per Diem Meals - \$67/day x 1 trip x 2/people x 2 days= **\$268**

TOTAL \$2,206

C. OTHER DIRECT COSTS..... \$15,434

Direct costs include office supplies, and costs associated with printing.

Office Supplies, Materials, Printing, Mail = **\$300**

MEDIA

Campaign – Compliance Checks and Minor Decoy

Production: media placement of current ad for bus placement:

Nova King 15" x 166" = \$232 for one bus ad x 6 each = **\$1,392**

Radio: Media, production of one 30 second spot w/8 announcements x 6 x \$35each = **\$1,680**

Letters to Retailers (in-Kind)

Party Patrols and Social Host Liability Media Coverage

Radio – Media placement of 30/second spots w/10 announcements x 8 x \$35 = **\$2,800**

Bus announcement- Placement on bus; Nova King 15' x 166" =
\$232 for each bus ad x 6 ads = **\$1,392**

Media Coverage of DUI Enforcement

Radio: Media placement of one 30 second spot w/8announcements x 8 x \$35 each = **\$2,240**

Bus announcement – Placement on bus

Nova King 15' x 166" = \$232 for one bus ad x 6 ads = **\$1,392**

Media production for Sales to Intoxicated of Persons Enforcement:

Distribution of media message: 303/pieces @ 2.00 each = **\$606**

Radio - Media placement of one 30/second spot
w/8 announcements x 8 x \$35 each = **\$2,240**

Bus announcement – Placement on bus;

Nova King 15' x 166" = \$232 for one bus ad x 6 ads = **\$1,392**

TOTAL Media = \$15,134

TOTAL ODC = \$15,434

D. INDIRECT COSTS.....\$3,606

Indirect costs are calculated @ the rate of 10% for the general operation of the contracted project.

\$18,424 (personnel) + \$2,206(travel) + \$15,434 (direct costs) = \$36,064 + .10 = **\$3,606**

TOTAL: \$39,670

CONTRACTUAL SERVICES

SANTA BARBARA POLICE DEPARTMENT

\$30,330

Data collection/Admin. – 1 officer x \$92.00/hour x 16 hrs (2hr per mo.) = **\$1,472**

RBS training of on premise establishments will occur three times per quarter.
8 (eight) trainings (x) 2/hours x 1/officer x \$92/cost per hour = **\$1,472**

Minor Decoy Operations will occur four times in 8 months
4 operations x 8 hours x 1/officer x \$92/cost per hour = **\$2,944**

Decoy – 4 operations x 8hours x 1/decoy x \$15/hour= **\$480**

Roadside DUI checkpoints
4 checkpoints x 4hours x 4 officers x \$92/cost per hour = **\$5,888**

Saturation Patrols
4 Patrols x 4 hours x 4 officers x \$92/cost per hour = **\$5,888**

Nuisance Party Patrols
4 Patrols x 4/hours x 2 officers x \$92/cost per hour = **\$2,944**

RBS enforcement for over-service for servers/management
8 enforcements x 4 hours x 2 officers x \$92/cost per hour = **\$5,888**

Retail Compliance Visibility Messaging
1 officer x 8 messages x \$92/hour x 4 hour (development & placement) **\$ 2,944**

Other Direct Costs:
Office Supplies, Printing, copying, materials **\$ 410**

TOTAL SBPD = \$30,330

Total Costs: \$70,000

WORK PLAN
Year 4 - EXTENSION
September 29, 2015 to May 31, 2016

Santa Barbara – Reduce Underage and Excessive Drinking in 12 – 25 Year old Age Range

GOAL 1 – Reduce Retail Availability of Alcohol to Youth

ACTIVITY	DETAILS OF VISIBILITY	* NUMBER	RESPONSIBLE PARTY	* IMPLEMENTATION DATE
RBS training of on-premise establishments		8	Santa Barbara Police Department (SBPD)	Sept. - May
Minor Decoy Operations		4	ABC, SBPD	Sept. - May
Press releases with results of compliance checks and minor decoy	PR's distributed via ABC Nixle ; Sheriff Notification via email Noozhawk ; local online newspaper Letter to the Editor	6	County ADP, SBPD	Sept. - May
Visibility : messages targeted to retailers re: compliance checks	Direct to Off-sale establishments; Letter to retailers (direct mail)	6	County ADP, SBPD	Sept. - May

GOAL 2 - Reduce Social Availability of Alcohol to Youth

ACTIVITY	DETAILS OF VISIBILITY	* NUMBER	RESPONSIBLE PARTY	* IMPLEMENTATION DATE
Nuisance party patrols		4	SBPD	As needed
Local media coverage of party patrol operations & social host liability	1. Radio Ads 2. Bus Ads	8	County ADP	Sept. - May

Santa Barbara – Reduce Alcohol-Related Motor Vehicle Crashes in 12 – 25 Year old Age Range

ACTIVITY	DETAILS OF VISIBILITY	* NUMBER	RESPONSIBLE PARTY	* IMPLEMENTATION DATE
Roadside DUI checkpoints		4	SBPD	Sept. - May
Saturation patrols		4	SBPD	Sept. - May
Media coverage of DUI enforcement	1. Flyers distribution to local colleges 2. Media ad	8	County ADP, SBPD	Sept. - May

<p>Enforcement of Sales to Intoxicated Patrons (undercover operations)</p>	<p>Enforcement of Sales to Intoxicated Patrons (undercover operations)</p>	<p>8</p>	<p>SBPD/ABC</p>	<p>Sept. - May</p>
<p>Visibility of Sales to Intoxicated Persons Enforcement</p>	<p>1. Flyers 2. Letters to retailers (on-sale) via face-to-face and mail delivery (retail visit & RBS Trainings) and/or via mail.</p>	<p>8</p>	<p>County ADP/SBPD</p>	<p>Sept. - May</p>

* Approximate number/implementation date but not limited to.

SPF SIG Detailed Budget
Contractor : Santa Barbara County
Contract Number: 15-92165

COST CATEGORY	Budgeted
	YEAR 4 Extension 9/29/15- 5/31/16
A. PERSONNEL COSTS	
Project Director	\$ 3,720.00
Prevention Coordinator	\$ 9,440.00
Employee Benefits	\$ 5,264.00
Total Personnel Costs	\$ 18,424.00
B. TRAVEL EXPENSES	
Local Travel	\$ 678.00
Travel to Sacramento - One, two-day trip	\$ 500.00
Lodging	\$ 760.00
Per Diem	\$ 268.00
Total Travel Expenses	\$ 2,206.00
C. OTHER DIRECT COSTS	
Office Supplies, Printing, and Materials	\$ 300.00
Media	
-Compliance Checks and Minor Decoy	\$ 3,072.00
-Party Patrols and Social Host Liability Media Coverage	\$ 4,192.00
-Media Coverage of DUI Enforcement	\$ 3,632.00
-Media Production for Sales to Intoxicated Persons Enforcement	\$ 4,238.00
Total Other Direct Costs	\$ 15,434.00
D. INDIRECT COSTS	
Total Indirect Costs @ 10%	\$ 3,606.00
Total Indirect Costs	\$ 3,606.00
E. CONTRACTUAL SERVICES	
Santa Barbara Police Department	
- Personnel	\$ 29,920.00
- Other Direct Costs	\$ 410.00
Total Contractual Services	\$ 30,330.00
ANNUAL CONTRACT AWARD	\$ 70,000.00