



BOARD OF SUPERVISORS  
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

Department Name: Public Health  
Department No.: 041  
For Agenda Of: June 5, 2018  
Placement: Administrative  
Estimated Time:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors  
**FROM:** Department Van Do-Reynoso, PhD, MPH, Director  
Director(s) Public Health Department  
Contact Info: Dana Gamble, Assistant Deputy Director, Public Health Department  
681-5171  
**SUBJECT:** First Amendment to Easy Lift Transportation Agreement

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors recommend the following:

- a) Approve and authorize the Chair to execute a First Amendment to the Agreement with Easy Lift Transportation to provide transportation services for the homeless population increasing the contract amount by \$82,518 for a total not to exceed of \$154,827 and extending the Agreement for an additional year for a revised term of July 1, 2017 through June 30, 2019 (Attachment A).
- b) Determine that the recommended action is not a “project” within the meaning of the California Environmental Quality Act and is exempt per CEQA Guideline Section 15378(b)(4) since the recommended action is a government fiscal activity that does not involve commitment to any specific project which may result in a potentially significant physical impact on the environment.

**Summary Text:**

This item is on the agenda to authorize the Chair to execute a First Amendment to the Agreement with Easy Lift Transportation to provide transportation services for the homeless population in the County of Santa Barbara. The First Amendment is to extend the term and increase the amount for services during FY2018-2019.

**Background:**

Easy Lift Transportation has been providing transportation services for the Public Health Department, Health Care for the Homeless program for people experiencing homelessness for over ten years. Services include three scheduled round-trips from downtown shelters and homeless provider locations to

County Services on the Calle Real Campus (Health Care Center, Behavioral Wellness, Social Services, and Veterans Services.)

**Performance Measure:**

Performance measures are included in the Scope of Work of the Easy Lift Transportation Agreement and are monitored by program staff.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

| <u>Funding Sources</u> | <u>Current FY 2017-2018 Cost:</u> | <u>Annualized On-going Cost:</u> | <u>Total One-Time Project Cost</u> |
|------------------------|-----------------------------------|----------------------------------|------------------------------------|
| General Fund           |                                   |                                  |                                    |
| State                  |                                   |                                  |                                    |
| Federal                | \$ 65,000.00                      | \$ 65,000.00                     |                                    |
| Fees                   |                                   |                                  |                                    |
| Other:                 | \$ 7,309.00                       | \$ 17,518.00                     |                                    |
| Total                  | \$ 72,309.00                      | \$ 82,518.00                     | \$ -                               |

The amount of \$65,000 is included in the PHD FY 2017-18 Recommended Budgeted and is funded through Federal Health Resources and Services Administration (HRSA) funds for Healthcare for the Homeless grantee agencies. Behavioral Wellness will be invoiced for \$17,518 for their service stop through the County’s Journal Entry process.

**Key Contract Risks:**

This Agreement was assessed to be in a low risk category because:

1. The relatively small dollar amount and short contract term;
2. Easy Lift Transportation has demonstrated good performance with Public Health and other Santa Barbara County departments;
3. Program staff regularly assesses performance to determine if services are adequately provided;
4. Payment is provided after demonstration of reimbursable services; and
5. The Agreement has a termination for convenience clause.

The Public Health Department will continue to monitor this contract for any risks and in accordance with county policy.

**Staffing Impacts:**

|                                |                     |
|--------------------------------|---------------------|
| <b><u>Legal Positions:</u></b> | <b><u>FTEs:</u></b> |
| 0                              | 0                   |

**Special Instructions:**

Please execute two (2) original First Amendments to the Easy Lift Transportation Agreement and retain one (1) original Amendment and one (1) Minute Order for pick-up by the department. Please email [phdcu@sbcphd.org](mailto:phdcu@sbcphd.org) when available for pickup.

Easy Lift Transportation Agreement

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**Attachments:**

- A. First Amendment to the Easy Lift Transportation Agreement
- B. Easy Lift Transportation Agreement

**Authored by:**

Ralph Barbosa, Public Health Program Coordinator