

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



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

Agenda Number:
Prepared on: 2/5/04
Department Name: Probation
Department No.: 022
Agenda Date: 03/23/04
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Susan J. Gionfriddo
Chief Probation Officer

STAFF CONTACT: Jean A. Silva, Business Manager
x3654

SUBJECT: Vocational Training Center contract to provide meals to the Santa Maria Juvenile Hall

Recommendation(s):

That the Board of Supervisors:

- a. Execute a contract with the Vocational Training Center, a local vendor, to provide lunch and dinner meals to the Santa Maria Juvenile Hall in an amount not to exceed \$169,944 between July 1, 2003 and June 30, 2004.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 2 A Safe and Healthy Community in Which to Live, Work, and Visit.

Executive Summary and Discussion:

The Vocational Training Center provides lunch at a cost of \$3.13 per meal and dinner at a cost of \$4.63 per meal at the Santa Maria Juvenile Hall. The contract provides for 21,900 lunches and 21,900 dinners during the year. Vocational Training Center (VTC) has been providing meals since July 1, 1998 and meets the record keeping standards and nutritional adequacy requirements of the Federal Child Nutrition Program and Title 15 Minimum Standards for Local Juvenile Facilities, Article 9. This Board Contract will extend meal service from July 1, 2003 through June 30, 2004.

The Vocational Training Center is a local vendor. The VTC was selected in 1998 after the Department contacted several other local vendors such as hospitals and school districts. We determined that the VTC was the able to satisfy the state and federal meal program guidelines at a low cost. Because the vendor must prepare food 365 days a year and meet the State and Federal Regulations for the School Lunch and Breakfast

program, interest in this contract was extremely limited. The Department did not use a formal bid process because services are exempted from bidding under Section 2-42 of the Santa Barbara County Code. Section 2-42 states that the Purchasing Agent may engage independent contractors to perform services, with or without the furnishing of materials, within the limits provided by state law, without recourse to the bidding requirements of this article. (Ord. No. 951, § 5; Ord. No. 3620, § 1).

Recurring Performance Measures for the Santa Maria Juvenile Hall include:

To protect the public and to ensure the safe and secure detention of minors: Provide no more than 100% of 18,250 annual bed days at Santa Maria Juvenile Hall.

To protect the public and to ensure the safe and secure detention of minors: Provide no more than 50 available capacity secure bed days on 100% of 365 days at Santa Maria Juvenile Hall.

Mandates and Service Levels:

Specific Probation Department mandates are attached for you review.

Fiscal and Facilities Impacts:

Funds for this contract are budgeted in the Probation Department’s FY 2003-04 Adopted Budget. There will be no additional impact on General Funds.

Expenditures:

Vocational Training Center	\$169,944
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Financing:

State Education Lunch Program	\$ 1,796
Federal Education Lunch Program	34,447
General Fund	<u>133,701</u>
TOTAL FINANCING:	\$169,944

Because the Vocational Training Center prepares meals offsite, there are no facility impacts.

Special Instructions:

Please send a fully executed copy of this contract and Minute Order to:
Carter Ray, Cost Analyst, Probation Department, 117 E. Carrillo Street, Santa Barbara, CA 93101

Concurrence:

County Counsel, Risk Management, Auditor Controller

PROBATION DEPARTMENT MANDATES

GENERAL

830.5 PC; 1202.7. PC; 1203.74 PC; 273a(c)(3)(A) and 273d(c)(3)(A) PC
1203.097(c) and 1203.098 PC; 13010-13014 PC ; 6035 PC; 3300 Government Code
1020-1031.5 Government Code

CIVIL

1826 Probate Code; 1851 Probate Code; 1852 Probate Code; 1513-1513.1 Probate Code
7800 Family Law Code (FLC); 7801 FLC; 7803 FLC; 7804 FLC; 7805 FLC; 7807 FLC.
7808 FLC; 9001 FLC

JUVENILE DIVISION

A. Administrative

270 WIC; 283 WIC

B. Juvenile Intake

601 WIC; 601.2 WIC; 601.3WIC; 602 WIC; 627.5 WIC; 628 WIC
628.1 WIC; 630 WIC; 631 WIC; 632 WIC; 652 WIC; 652.5 WIC
653 WIC; 676.5 WIC; 777WIC;

C. Juvenile Investigations

200 WIC ;280 WIC ;281 WIC;281.5 WIC ;361.2 WIC ;635 WIC ;636 WIC ;652 WIC
653.5 WIC ;656.2 WIC ;636.1 WIC ;706 WIC ;706.5 WIC ;706.6 WIC ;707 WIC ;727.1 WIC; 727.4 WIC ;742 WIC ;
781 WIC ;1499 Juvenile Court Rules

D. Juvenile Supervision

241.1 WIC ;366.26 WIC ;625 WIC;625.3 WIC ;641 WIC ;654 WIC ;654.1 WIC
654.2 WIC ;654.3 WIC ;654.4 WIC ;654.6 WIC ;655 WIC ;725 WIC ;727 WIC ;727.1 WIC;
727.2 WIC 727.3 WIC ;727.31; 727.32 WIC; WIC;727.4 WIC ;727.4 (d) (4) ;727.6 WIC ;729 WIC; 729.3 WIC
729.7WIC ;729.8 WIC ;729.9 WIC ;730 WIC ;730.6 WIC ;730.7 WIC ;
737 WIC ;738 WIC 740 WIC ;740.1 WIC;742.16 WIC ;790 WIC ;793 WIC ;794 WIC ;795 WIC. ;841 WIC1300
WIC ;1502.4 (a)(1) H&S ;4096 WIC ;5600.3 WIC ;11400 WIC ;11401 WIC
11402 WIC;11403 WIC ;11404 WIC ;11404.1 WIC ;11462.01(2)(C) WIC

INSTITUTIONS DIVISION

A. Juvenile Hall

Title 15, Division 1 Board of Corrections, Chapter 1 Board of Corrections, Subchapter 5 Minimum Standards for
Juvenile Facilities

Title 24, Part 1, Division VII Board of Corrections, Minimum Standards for Juvenile Facilities
210 WIC ;850 WIC

B. Home Supervision

628.1 WIC ;840 WIC

C. Boys' Camp

Title 15, Division 1 Board of Corrections, Chapter 1 Board of Corrections, Subchapter 5 Minimum Standards for Juvenile Facilities

Title 24, Part 1, DIVISION VII BOARD OF CORRECTIONS, Minimum Standards for Juvenile Facilities

881 WIC ;885 WIC

D. Counseling and Education Centers

654 (c) WIC

E. Non-Secure Detention

210.1 WIC; 601 WIC ;626 WIC

F. Medical Care Juveniles

369 WIC ;739 WIC

G. Separate Categories

284 WIC ;285 WIC ;656.2 WIC ;704 WIC ;729.7 WIC ;742 WIC ;742.20 WIC
749.22 WIC ;749.23 WIC ;751 WIC ;826 WIC ;826.5(a) WIC ;826.6 WIC ;827 WIC;
48321 Ed Code ; 56026 ED CODE ;56325 ED CODE

ADULT DIVISION

A. Adult Investigations

1203.7 PC;1000 PC ;1000.1(b) PC;1000.2 PC;1000.3PC ;1000.4PC; 1000.5PC
1001 PC ;1001.9 PC ;1001.20 PC to 1001.34 PC;1001.70 PC to 1001.90 PC;1191 PC
1191.1 PC;1191.2 PC;1191.3 PC;1202.4 PC;1203 PC;1203a PC;1203c PC;1203d PC
1203.9 PC;1203.10 PC;1203.097(b)(3) PC;1203.097(b)(4) PC;4.310 Judicial Rule
4.411(a)(b)(c)(d) Judicial Rule; 4.411.5 Judicial Rule

B. Adult Supervision

290(c)(1) PC ;290.4 PC Megan's Law ;1202.7 PC
1202.8 PC ;1203.02 PC;1203.016 PC ;1203.044 PC ;1203.044(h) PC ;1203.045 PC
1203.047 PC;1203.055 PC ;1203.055(f) PC;1203.066 PC;1203.067 PC
1203.076 PC; 1203.95PC; 1203. 097 PC ;1203.1 PC ;1203.1(b) PC ;1203.1bb PC
1203.1(d) PC;1203.1(h) PC;1203.1ab PC;1203.1b(a) PC;1203.1e PC;1203.1g PC
1203.1k PC;1203.2 PC; 1203.2 a. PC;1203.3 P;1203.4(d) PC;1203.9 (a) PC;
1203.9 (b) PC;1203.10 PC;1203.12 PC;1389.6 PC;3075 PC to 3076 PC
11180 PC and 11181 PC

Updated 12/03