



**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: County Executive Office
Department No.: 012
For Agenda Of: May 18, 2021
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

FROM: Department Director(s) Contact Info: Mona Miyasato, County Executive Officer
Jeff Frapwell, Assistant County Executive Officer
Wesley Welch, CEO Business Manager

DocuSigned by:
Mona Miyasato
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SUBJECT: Amendment No. 5 to the Agreement for Services of Independent Contractor with KPMG LLP

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:

- a) Approve and authorize the Chair to execute Amendment No. 5 to the Agreement for Services of Independent Contractor with KPMG LLP to perform a financial impact analysis and identify staffing requirements associated with the creation of a dedicated dispatch center for fire and emergency medical services, and to increase funding in the amount of \$43,520 for a total contract amount not to exceed \$2,327,840; and
- b) Determine that the proposed actions are administrative activities that will not result in direct or indirect physical changes in the environment, and are therefore not a project as defined by State California Environmental Quality Act Guidelines section 15378(b)(5).

Summary Text:

Under the initial agreement, approved by the Board on May 7, 2019, KPMG LLP is in the process of conducting individual departmental reviews designed to provide a high-level assessment of County departments; identify strengths, opportunities and weaknesses; compare financial and operational areas with similar jurisdictions; as well as identify baseline and enhanced levels of service and recommend

evidence-based best practices for implementation. The Board has approved four subsequent amendments to the original agreement to have KPMG provide more focused and detailed reviews of specific County programs and processes at the request of the departments reviewed.

Proposed Amendment No. 5 further expands the scope of work to include a focused review of the County's initiative to separate the existing consolidated law enforcement and fire/EMS dispatch functions. In an effort to prepare the County for the separation of consolidated dispatch, the assessment will quantify the cost and budgetary impact on the County General Fund as well as provide staffing recommendations for 911 call takers and Sheriff's Office dispatchers. The proposed cost of the work associated with this amendment is \$43,520, shared evenly between the Fire and General funds, and the work is expected to be completed by September 2021.

Background:

A Request for Proposal process was conducted during October and November 2018 for a contractor to perform a comprehensive financial, organizational and operational performance review of each County department. The Request for Proposal generated twelve responses. A multi-round interview process was conducted. KPMG LLP was determined to be the most qualified to conduct the series of departmental reviews.

The CEO is undertaking this additional assessment by KPMG LLP to broaden the depth of understanding of the public safety answering point (PSAP) operations and perform a staffing analysis of 911 call takers who receive police, fire, and medical emergency calls, as well as the Sheriff's dispatch unit. This analysis is required to support the County's initiative to separate existing consolidated dispatch functions and clearly quantify the net budgetary impact on the General Fund.

This project will result in the following deliverables:

- Recommended staffing model for 911 call takers and Sheriff's Office dispatchers
- Summary of opportunities for efficiency or improvement of current model of operations

Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

Expenditures associated with this project will be funded by the General Fund and the Fire Protection District. The General Fund portion of the expenditure will be absorbed within current year budgetary appropriations in General County Programs. The cost share for the Fire Protection District will be absorbed within the current year operational budget savings.

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Key Contract Risks:

The CEO's Office views this contract as low risk because the County is only required to pay following satisfactory completion of specific milestones associated with Amendment No. 5.

Staffing Impacts:

N/A

Special Instructions:

Please send one copy of Amendment No. 5 to Wesley Welch.

Attachments:

- Attachment A: Amendment No. 5 to the Agreement for Services of Independent Contractor with KPMG LLP
- Attachment B: Agreement for Services of Independent Contractor with KPMG LLP
- Attachment C: Amendment No. 1 to the Agreement for Services of Independent Contractor with KPMG LLP
- Attachment D: Amendment No. 2 to the Agreement for Services of Independent Contractor with KPMG LLP
- Attachment E: Amendment No. 3 to the Agreement for Services of Independent Contractor with KPMG LLP
- Attachment F: Amendment No. 4 to the Agreement for Services of Independent Contractor with KPMG LLP

Authored by:

Wesley Welch, CEO Business Manager

CC:

Mark Hartwig, Fire Chief/Fire Warden
Bill Brown, Sheriff