



**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: Probation
Department No.: 022
For Agenda Of: February 27, 2024
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors

DocuSigned by:

Holly L. Benton

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FROM: Department Holly L. Benton, Chief Probation Officer, 805-803-8537
Director(s)

Contact Info: Damon Fletcher, Administrative Deputy Director, 805-882-3654

SUBJECT: **Approve and Ratify Execution of the First Amendment to Agreement with SCRAM of California to increase the total amount for FY 2022-23 to \$475,478**

County Counsel Concurrence

As to form: Yes

Other Concurrence: N/A

As to form:

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a. Approve, ratify, and authorize the Chair to execute the First Amendment to the Agreement with SCRAM of California to increase the amount by \$3,868 for Secure Continuous Remote Alcohol Monitoring (SCRAM) that includes equipment, installation and removal of equipment, monitoring, training, and support for adult clients who are under supervision by the Probation Department, for a revised total Agreement amount not to exceed \$475,478 without a change to the period of performance of July 1, 2022, through June 30, 2023.
- b. Determine that the proposed actions do not constitute a "Project" within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(4) of the CEQA Guidelines, because they consist of the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Summary Text:

The Probation Department contracted with SCRAM of California (BC-22004) for secure continuous remote alcohol monitoring for a total contract amount not to exceed \$471,610 for Fiscal Year (FY) 2022-23. The contract provided for services to adult clients who are under supervision by the Probation Department. Invoices for April and May services were not received by the Probation Department's accounts payable staff until June 16, 2023, at which point it appeared that there was a risk that the cost of services delivered by the vendor would exceed the contract maximum; however, there wasn't sufficient time to bring an amendment before the Board. The final invoices for FY 2022-23 have been received and it was determined the actual costs exceed the contracted maximum by \$3,868, due to the mixture of services being greater than what was anticipated in the contract due to the unpredictable nature of said services. The Probation Department is requesting that the Board of Supervisors approve, ratify, and authorize the chair to execute the first amendment to the agreement which will allow an additional payment of \$3,868 to SCRAM of California for services delivered under BC-22004, bringing the total contract amount not to exceed \$475,478 for the services provided under the contract.

Background:

The Probation Department has utilized SCRAM of California for alcohol monitoring services since 2014. Services include equipment daily rates, installation and removal of equipment, monitoring of clients, and training for probation staff. The contract provides for services to adult clients who are being supervised by the Probation Department including realigned clients (AB 109) and clients released on pretrial supervision. As a result of an increase in clients being released from the jail into the Probation Department's Pretrial Supervision Program with alcohol monitoring terms and conditions, the Department increased the FY 2022-23 contract to \$471,610 from the FY 2021-22 contract maximum of \$155,000.

The Probation Department monitored the use of services through the contract year. However, usage fluctuates based on factors such as the number of individuals released pending the hearing of their case and the length of time the alcohol monitoring terms continue to apply. The utilization of SCRAM for clients released into the Pre-Trial Supervision program continued to rise during FY 2022-23, with a significant increase during the second half of the fiscal year. Due to a delay in receiving the invoices for April and May services, the actual cost of the increase in clients being served under the contract wasn't able to be fully forecast. Upon receipt of the final invoice on July 17, 2023, it was realized that the invoice exceeded the contract maximum by \$3,868. As the fiscal year had already concluded, the Department was unable to request a contract amendment to be able to fully compensate the vendor for services rendered under the contract and is requesting approval, ratification and authorization from the Board for the chair to execute the first amendment to the agreement to pay the balance of the final invoice. In anticipation of the continued increase in contracted services being provided to clients by SCRAM of California, the Department increased the Fiscal Year 2023-24 contract maximum to \$605,000.

Performance Measures:

Throughout the FY 2022-23 period, SCRAM of California was in overall compliance with Performance Measures delineated in the contract.

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Fiscal and Facilities Impacts:

Budgeted: No

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund	\$ -		\$ 3,867.90
State	\$ -		
Federal			
Fees			
Other:			
Total	\$ -	\$ -	\$ 3,867.90

Narrative:

The actual expenditures for services rendered in FY 2022-23 by SCRAM of California exceeded the contract maximum amount of \$471,610 by \$3,868. Although the unanticipated overage amount was not included in the Probation Department's FY 2023-24 operational budget, the Department maintains appropriations in its operational budget for unanticipated contract expenditures and can absorb this additional expenditure.

Key Contract Risks:

None

Staffing Impacts: None

Special Instructions: Please forward a certified, stamped Minute Order approving this action to:

Damon Fletcher, Administrative Deputy Director
 Probation Department
 117 E. Carrillo
 Santa Barbara, CA 93101

Attachments:

Attachment A: First Amendment to the Agreement with SCRAM of California

Authored by:

Maria Story, Probation Manager