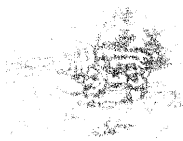


# County of Santa Cruz

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**PROBATION DEPARTMENT**

P.O. Box 1812, Santa Cruz, CA 95061-1812  
(831) 454-3800 FAX: (831) 454-3879

JUDITHA. COX  
CHIEF PROBATION OFFICER

March 6, 2006

**AGENDA: March 28, 2006**

Board of Supervisors  
County of Santa Cruz  
701 Ocean Avenue  
Santa Cruz, California

**Approve contract amendment on Community Action Board Adult Work Crew Program.**

Dear Members of the Board:

As you will recall, your Board approved a Supplemental Budget request from the Sheriff's Office and Probation Department and 2005-06 budget appropriations for the Probation Department to develop and implement strategies to reduce jail overcrowding. This included a contract with the Community Action Board to run an adult work crew program, called the Community Restoration Program (CRP), which was authorized by your Board on August 23, 2005.

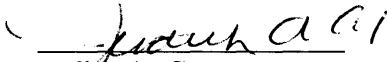
Due to unforeseen mechanical failure of a vehicle, the Community Action Board is currently in need of a van to carry out the duties of the CRP. A van is essential to the program operation as the staff uses it to transport participants and tools to and from job sites. Additionally, Community Action Board has a contract to provide juvenile work crews as an alternative to juvenile hall and the van could also be used to support that program which operates on different days than the CRP. The Community Action Board **has** identified savings in salary and expenses in the current budget during the planning, development and implementation phase of the program that would allow for the purchase of the van without any net change to the existing budget. **An** amendment to the contract is proposed to allow for the purchase of this van and add a requirement that the van or depreciated value of the van be returned to the county in the event the contract is not renewed or terminated within a five-year period of execution of the amended contract. Attachments include the original budget, the proposed amended budget **and** the amendment to the original contract (Amendment A).

It is therefore **RECOMMENDED** that your Board:

Board of Supervisors Agenda: March 21, 2006  
Approval request for Community Action Board contract amendment  
Page 2


1. Authorize the Chief Probation Officer to sign the amended contract to the Community Action Board for the Community Restoration Program.

Sincerely,

  
\_\_\_\_\_  
Judith A. Cox  
Chief Probation Officer

JAC: SSM

RECOMMENDED:

  
\_\_\_\_\_  
Susan A. Mauriello  
County Administrative Officer

cc: County Administrative Officer  
Auditor-Controller  
Clerk of the Board  
Community Action Board

### COUNTY OF SANTA CRUZ REQUEST FOR APPROVAL OF AGREEMENT

TO: Board of Supervisors  
County Administrative Office  
Auditor Controller

FROM: Probation (Department)  
BY: [Signature] (Signature) 3/7/06 (Date)  
Signature certifies that appropriations/revenues are available

AGREEMENT TYPE (Check One) Expenditure Agreement  Revenue Agreement

The Board of Supervisors is hereby requested to approve the attached agreement and authorize the execution of same.

- Said agreement is between the Probation (Department/Agency) and Community Action Board of Santa Cruz, 406 Main Street, #207, Watsonville 95076 (Name/Address)
- The agreement will provide Administer and supervise adult offender work crews from the Jail Overcrowding Program
- Period of the agreement is from July 1, 2005 to JUNE 30, 2006
- Anticipated Cost is \$ 76,500  Fixed  Monthly Rate  Annual Rate  Not to Exceed  
Remarks: Attached amendment approves purchase of van for an amount up to \$26,000. See revised 2005/06 budget attachment for this agreement.
- Detail:  On Continuing Agreements List for FY \_\_\_\_\_, Page CC-\_\_\_\_\_, Contract No: 53395 OK  1<sup>st</sup> Time Agreement  
 Section II No Board letter required, will be listed under Item 8  
 Section III Board letter required  
 Section IV Revenue Agreement
- Appropriations/Revenues are available and are budgeted in 574000 (Index) 3665 (Subject)

NOTE: IF APPROPRIATIONS ARE INSUFFICIENT, ATTACHED COMPLETED AUD-74 OR AUD-60

Appropriations are available and have been encumbered.  
are not available and will be encumbered.

Contract No: 53395  
By: [Signature] Date: 3/8/06  
Auditor-Controller Deputy

Proposal and accounting detail reviewed and approved. It is recommended that the Board of Supervisors approve the agreement and authorize

\_\_\_\_\_ (Dept/Agency Head) to execute on behalf of the \_\_\_\_\_ (Department/Agency)  
Date: 3/20/06 By: [Signature]  
County Administrative Office

Distribution:

Board of Supervisors - White  
Auditor Controller - Canary  
Auditor-Controller - Pink  
Department - Gold

State of California  
County of Santa Cruz  
I \_\_\_\_\_ ex-officio Clerk of the Board of Supervisors of the County of Santa Cruz, State of California, do hereby certify that the foregoing request for approval of agreement was approved by said Board of Supervisors as recommended by the County Administrative Office by an order duly entered in the minutes of said Board on \_\_\_\_\_ 20\_\_

ADM - 29 (8/01)  
Title I, ~~County~~ 300 Proc Man

By: Deputy Clerk

AUDITOR-CONTROLLER USE ONLY

CO	\$					
Document No.	JE Amount	Lines	H/TL	Keyed By	Date	
TC110	\$					
Auditor Description	Amount	Index	Sub object	User Code		

AMENDMENT A-1  
TO INDEPENDENT CONTRACTOR AGREEMENT  
BETWEEN  
COMMUNITY ACTION BOARD OF SANTA CRUZ COUNTY  
AND  
COUNTY OF SANTA CRUZ

The parties hereto agree to amend that certain Agreement entered into on August 1, 2005, by and between the COUNTY OF SANTA CRUZ and the Community Action Board of Santa Cruz County, by:

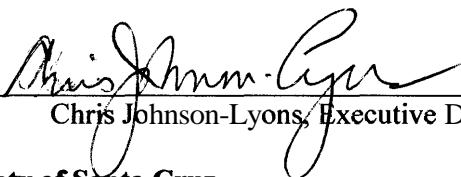
1. Attachments. Community Action Board's revised budget for **2005-06**, including **\$26,000** of fixed assets to purchase a van.
2. Other Provisions. Adding the following as paragraph 15.E. of agreement:

"Community Action Board of Santa Cruz County agrees to purchase a van for the purpose of providing transportation of adult offender work crews as described in this agreement and the Scope of Services attachment. Should this contract and other work crew contracts with the County of Santa Cruz not be renewed, or are terminated within five years of the execution of this contract amendment, the van, or funds to purchase the van, shall be returned to the County of Santa Cruz. For the purpose of this agreement, when determining the remaining value, the van shall be depreciated over a five-year period using the straight-line method of depreciation. Additionally, the contractor agrees, in addition to all other required insurances, to provide comprehensive insurance coverage for the value of the van.

All other provisions of said Agreement shall remain the same.

Dated: March 6, 2006

**Community Action Board of Santa Cruz County**

By:   
Chris Johnson-Lyons, Executive Director

Dated: \_\_\_\_\_

**County of Santa Cruz**


By: \_\_\_\_\_  
Judith A. Cox, Chief Probation Officer

Approved as to form:   
County Counsel

Date: 3/3/06

DISTRIBUTION:

- Probation Department
- Auditor-Controller
- Community Action Board

Approved as to insurance  
By:   
Risk Manager  
Date: 3-3-06

**CAB/ Community Restoration Project  
Adult Detention Work Project  
Proposed Budget Modification**

0000145

		Original Contract	Actual 2005 Spent	Projected Jan-June 2006	Projected Total Remaining
<b>Revenue</b>		<b>76,500</b>	<b>(6,273)</b>	<b>(65,285)</b>	<b>-</b>
<b>Expenses</b>					
Direct Personnel		56,614	(4,394)	(30,717)	21,503
Program Supervision		2,792			2,792
<b>Total Personnel</b>		<b>59,406</b>	<b>(4,394)</b>	<b>(30,717)</b>	<b>24,295</b>
1 Contract Services				(500)	(500)
2 Rent	714			(714)	-
3 Utilities					-
4 Building Maintenance					-
5 Travel					-
6 Office Supplies	120			(120)	-
7 Postage	50			(50)	-
8 Printing	130			(130)	-
9 Phone	780			(780)	-
10 Dues & Subscriptions					-
11 Auto Insurance	128			(128)	-
12 Liability Insurance	324			(324)	-
13 Employee Develop./Training			(79)	(150)	(229)
14 Employee Recruitment			(1,105)		(1,105)
15 Client Assistance (Stipends)					-
16 Program/Project Supplies	1,149			(1,149)	-
17 Transportation	1,500		(57)	-	1,443
18 Transportation Contra	2,500			-	2,500
19 Photo Supplies	51			-	51
Safety	120			(120)	-
20 Equip & Tool < \$750/Maint	850				850
21 Subcontract					-
22 Fixed Asset Purchases (Van)				(26,000)	(26,000)
23 Admin Support	8,678		(639)	(4,403)	3,636
<b>Total Services, Supplies &amp; A.S.</b>	<b>17,094</b>		<b>(1,879)</b>	<b>(34,568)</b>	<b>(19,353)</b>
<b>Total Expenses</b>	<b>76,500</b>		<b>(6,273)</b>	<b>(65,285)</b>	<b>4,942</b>
<b>Excess (Deficit)</b>					<b>\$4,942</b>

CAB/ YCORP  
Adult Detention Work Project  
Total Budget

0000146

	Adult PtoB	In - Kind	Total
Revenue	76,500		
<b>Expenses</b>			
Direct Personnel	56,614		56,614
Program Supervision	2,792	2,862	5,654
<b>Total Personnel</b>	<b>59,406</b>	<b>2,862</b>	<b>62,268</b>
1 Contract Services			
2 Rent	714	2,664	3,378
3 Utilities		25	25
4 Building Maintenance		50	50
5 Travel		600	600
6 Office Supplies	120	380	500
7 Postage	50	-	50
8 Printing	130	175	305
9 Phone	780	1,100	1,880
10 Dues & Subscriptions		-	-
11 Auto Insurance	128	540	668
12 Liability Insurance	324	280	604
13 Employee Develop./Training		250	250
14 Employee Recruitment		300	300
15 Client Assistance (Stipends)			
16 Program/Project Supplies	1,149	320	1,469
17 Transportation	1,500		1,500
18 Transportation Contra	2,500		2,500
19 Photo Supplies	51		51
Safety	120		120
20 Equip & Tool < \$750/Maint	850		850
21 Subcontract			
22 Fixed Asset Purchases			
23 Admin Support	8,678		8,678
<b>Total Services, Supplies &amp; A.S.</b>	<b>17,094</b>	<b>6,684</b>	<b>23,778</b>
<b>Total Expenses</b>	<b>76,500</b>	<b>9,546</b>	<b>86,046</b>
<b>Excess (Deficit)</b>	<b>-</b>	<b>(9,546)</b>	<b>(9,546)</b>