



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

713 KENNETH HAHN HALL OF ADMINISTRATION  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

June 17, 2008

Board of Supervisors  
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First District

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Third District

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Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**PROBATION DEPARTMENT: APPROVAL TO CONTRACT WITH THE RESOURCE  
COMPANY TO PROVIDE EVIDENCE-BASED PRACTICES IMPLEMENTATION  
FOR THE PROBATION DEPARTMENT  
(ALL SUPERVISORIAL DISTRICTS, 3 VOTES)**

**SUBJECT**

The purpose of the recommended actions is to award a contract to The Resource Company (TRC) to provide technical assistance regarding Evidence-Based Practices (EBP) implementation, strategic planning, Board communications, internal communications, and quality assurance for the Probation Department.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Chair to sign the attached contract (Attachment I) with TRC for the provision of technical assistance with EBP, strategic planning, Board communications, internal communications and quality assurance for the Probation Department, at an estimated annual amount of \$528,813 for a term commencing July 1, 2008 through June 30, 2009. Funding for this contract is included in the Fiscal Year (FY) 2008-09 Proposed Budget.

2. Delegate authority to the Chief Probation Officer to prepare and execute modifications to the recommended contract for any decreases or increases not to exceed 10 percent of the contract sum and/or 180 days to the period of performance pursuant to the terms contained in the contract, upon approval as to form by County Counsel. The Chief Probation Officer will notify the Chief Executive Office in writing within 10 business days after execution.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:**

The purpose of the recommended actions is to award a contract to TRC to provide technical assistance regarding EBP implementation, strategic planning, Board communications, internal communications, and quality assurance for the Department.

Approval of this contract will support the Department's direction in continuing to develop the framework that facilitates the cultural transformation and advancement of the Department. This contract will provide the Department with approximately 3,000 hours of technical assistance from TRC in an effort to meet Department goals. The contract includes consulting services for continued technical assistance during the implementation of EBP in the Phase 2 and Phase 3 juvenile camps, in the Camp-to-Community Transition Program (CCTP), as well as in the Adult Field Services Bureau. It also includes (a) the training of Superior Court judges in EBP, (b) continued technical assistance in the development of the Dashboard system for reporting Probation outcomes and performance indicators, and (c) continued technical assistance in the development and implementation of quality assurance protocols and procedures.

In April 2006, the Auditor-Controller requested firms, approved under its Master Services Agreement (MSA) for Special Studies, to respond to a competitive solicitation (Work Order No. 7-27) to provide the Probation Department with the technical support needed to implement its TCBA/CWLA management and program audit recommendations. TRC was selected to provide these services to the Department. In October 2006, the Probation Department – with the support of the Auditor-Controller and the Chief Executive Officer – received Board of Supervisors approval to amend the TRC contract (Work Order No. 7-38) to provide the Probation Department with additional technical assistance to implement EBP throughout the Department. This contract expires on June 30, 2008. The services under the proposed contract are a continuation of the services under said agreements as well as additional consulting services necessary to meet the Department's needs. As such, Probation is recommending that a contract be awarded on a sole source basis to ensure that the EBP implementation services are uninterrupted and consistent with the current efforts.

Probation also has a current contract with TRC to provide training on evidence-based practices and interventions; however, amending the current contract is not feasible due to the difference in the size and scope of the proposed contract.

#### Implementation of Strategic Plan Goals

The recommended actions are consistent with Goal 2 of the Countywide Strategic Plan, Organizational Workforce Excellence and Goal 3, Organizational Effectiveness.

#### **FINANCIAL IMPACT/FINANCING:**

The total cost for this contract will not exceed \$528,813. Funding for this contract is included in the FY 2008-2009 final recommended budget. The proposed contract includes provisions for non-appropriation of funds and budget reductions.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The proposed contract contains all of the most recent required provisions including, but not limited to, non-responsibility and debarment, child support compliance, GAIN/GROW, Safely Surrendered Baby Law, and the provisions of paid jury service time for their employees.

Probation will not require the contractor to perform services that exceed the Board-approved contract amount, scope of work, and/or contract dates.

County Counsel has approved the contract as to form.

#### **CONTRACTING PROCESS**

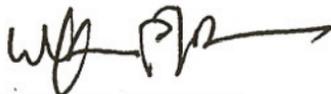
The proposed contract is recommended for award on a sole source basis (Attachment II) to ensure uninterrupted and consistent EBP implementation services.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will ensure that Probation staff receives consistent EBP implementation.

It is requested that the Executive Officer, Board of Supervisor, forward a copy of the executed contract to Director Yolanda Young, Contracts and Grants Management Division, Probation Department, 9150 East Imperial Highway - Room A66, Downey, CA 90242 and Mr. Davis R. Schwartz, The Resource Company, 560 Dewey Boulevard, San Francisco, CA 94116-1427.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF', with a long horizontal line extending to the right.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:SRH:VC  
YY:CK:yjf

Attachments (2)

c: Executive Officer, Clerk of the Board  
County Counsel