

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Budget Amendment Request – Department of Juvenile Justice’s contract for services at its Juvenile Enforcement Center

DEPARTMENT: Sheriff’s Office **DIVISION:** _____

AUTHORIZED BY: Sheriff Eslinger **CONTACT:** Penny Fleming **EXT.** 6617

Agenda Date <u>5/25/04</u> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/> Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/>

MOTION/RECOMMENDATION:

Approval and authorization for the Chairman to execute the Budget Amendment Request in the amount of \$152,520 for the Sheriff’s Office FY 03-04 budget.

BACKGROUND:

The Florida Department of Juvenile Justice has provided funds for the Sheriff’s Office to provide Intensive Probation Supervision, Conditional Release, Alternative Sanctions, and SWEAT Programs at its Juvenile Enforcement Center. The monthly amount of funds received is \$50,840, for a yearly amount of \$610,080. This BAR deals with the three-month period from July 1, 2004 – September 30, 2004. The funding related to the period from October 1, 2004 – September 30, 2005 is in the Sheriff’s Office yearly budget submission. No new positions are included in this grant.

Reviewed by:
Co Atty: _____
DFS: <u>on LB</u>
Other: _____
DCM: <u>SP</u>
CM: <u>KG</u>
File No. <u>CSHO01</u>

MEMORANDUM: OFFICE OF THE SHERIFF 1703-04-047

TO: Kevin Grace, County Manager

FROM: Penny J. Fleming, Chief, Administrative Services PJF

DATE: May 4, 2004

SUBJECT: Department of Juvenile Justice
Juvenile Enforcement Center

The Seminole County Sheriff's Office has received a renewal for the continuation of its contract with the Department of Juvenile Justice to provide services through its Juvenile Enforcement Center. The contract runs through June 2006 and pays a monthly amount of \$50,840. The Seminole County Sheriff's Office is requesting the Board of County Commissioners approval for the Chairman to sign the Budget Amendment Request and to process the corresponding adjustments to the Sheriff's Office budget. The adjustment is \$152,520 and represents the 3 monthly amounts to be received from 7/1/04-9/30/04. That portion of the contract covering the next fiscal year will be included in the Sheriff's Office FY 2004/2005 budget submittal. The program does not include any new positions.

A portion of the contract is attached.

It is respectfully requested that this item be placed on the agenda for the Board of County Commissioners meeting on Tuesday, May 25, 2004.

If you have any questions regarding this agenda item, please contact Chief Penny Fleming at 665-6617 or Rob Forlini at 665-6536.

C: Lisa Spriggs
Director of Fiscal Services



STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE

April 26, 2004

Seminole County Sheriff's Office
Mr. Mark Rehder
100 Bush Boulevard
Sanford, Florida 32773

Dear Mr. Rehder:

Enclosed are the executed copy of Renewal #1 and Amendment #1 of Contract #S4J02, between the Department of Juvenile Justice and your organization to provide an Intensive Probation Supervision, Conditional Release, Alternative Sanctions and SWEAT Program for youth in Circuit 18.

If there are any questions, please call me at (850) 414-8819.

Sincerely,

Shahin Iranpour
Contract Administrator

Enclosure

DEPARTMENT OF JUVENILE JUSTICE
FIRST CONTRACT AMENDMENT
FOR
SEMINOLE COUNTY SHERIFF'S OFFICE

The purpose of this Amendment is to modify contract terms and conditions.

THIS AMENDMENT, entered into between the **STATE OF FLORIDA, DEPARTMENT OF JUVENILE JUSTICE**, ("Department") and **SEMINOLE COUNTY SHERIFF'S OFFICE** ("Provider"), amends the above-referenced Contract by deleting, as indicated by "strikethrough," and adding, as indicated by "underscore," the section(s) below:

Life to Date Contract Amount:	\$1,220,160.00
Amendment Change (none):	\$0.00
New Life Contract Total	\$1,220,160.00

Reference: Page 8, Section U., Training Requirements

DELETE:

~~Training Requirements~~

~~Any person employed as a full-time or part-time staff, who provides direct care and custody of youth by a private entity under Contract to the Department, will be trained in accordance with DJJ Policy 1508-03, Florida Statute Chapters 985 and 20, and the Residential Commitment Services Manual, Chapter 5.~~

ADD:

Training Requirements

Any person employed as a full-time or part-time staff person, who provides direct care and custody of youth by a private entity under Contract to the Department, shall successfully complete all certification requirements in accordance with Chapters 20 and 985, Florida Statutes and Department policies and manuals and all subsequent changes.

Reference: Page 9 & 10, Section AI, List of Applicable References

DELETE:

~~AI- List of Applicable References~~

~~The Provider shall comply with the requirements set forth in the following references and subsequent revisions thereof: (Refer to <http://www.djj.state.fl.us>)~~

- ~~1. FDJJ Intervention Services Manual, Chapter 3, Case Management, and Chapter 4, Aftercare, dated June 10, 1996;~~
- ~~2. Office of The Inspector General, Statewide Procedure on Background Screening For Employees, Providers, and Volunteers, revised October 2001; Memo, "Revised Background Screening Forms" dated October 2001;~~
- ~~3. Office of the Inspector General, Statewide Procedure for Reporting Incidents, revised November 2000;~~
- ~~4. FDJJ 6.04, Property Management and Control, dated July 20, 1995;~~
- ~~5. FDJJ 6.06, Records, dated July 20, 1995;~~
- ~~6. FDJJ 7.01, Reimbursement for Travel Expenses, dated July 20, 1995;~~
- ~~7. FDJJ 8.04, Responsibility to Report Knowledge of Criminal Activity, dated September 28, 1995;~~
- ~~8. FDJJ 8.05, Interstate Compact on Juveniles, dated October 3, 1995;~~
- ~~9. FDJJ 8.06 Revision 1, Transfer Procedures for Committed Juvenile Offenders, dated November 22, 1996;~~
- ~~10. FDJJ 8.09, Juvenile Criminal Street Gangs, October 30, 1996;~~
- ~~11. FDJJ 8.10, Blood Specimen Collection for DNA Testing, October 30, 1996;~~
- ~~12. FDJJ 9.02, Quality Assurance Internal Review Process, dated May 23, 1997;~~
- ~~13. FDJJ 9.03, Quality Assurance "Deemed" Status, dated March 5, 1998;~~
- ~~14. FDJJ 10.01, Media Access to Client and Client Information, October 3, 1995;~~
- ~~15. FDJJ 11.01, Procedure for Conducting Administrative Investigations on and Referring Allegations of Juvenile Justice Offender Abuse, Neglect, and Inappropriate Use of Force, dated March 13, 1996;~~

16. ~~FDJJ Quality Assurance Standards for Probation and Community Corrections Programs, dated November 2000~~

ADD:

Al. Legal and Policy Compliance

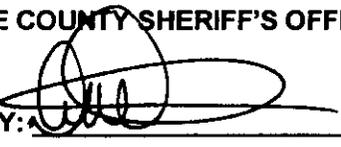
The Provider shall comply with all local, state, and federal laws, rules, regulations, and codes whenever work is performed under this Contract. The Provider shall comply with all Department policies and procedures. Any licenses or permits required for this Contract will be obtained by the Provider and maintained for the duration of this Contract. The Provider shall comply with any subsequent changes to Department policies, manuals or state and federal laws. Any and all waivers of Department policies, procedures, manuals, and/or Quality Assurance standards shall be reduced to writing through a contract amendment that is mutually agreed upon by both parties.

This Amendment shall become effective upon full execution. All terms and conditions of said original Contract and any attachments and amendments thereto shall remain in full force and effect for this Amendment. Any provisions of said original Contract and any supplements and amendments thereto in conflict with this Amendment shall be and are hereby changed to conform to this Amendment. This Amendment is hereby made a part of the Contract.

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed, the day and year last written below.

PROVIDER:
SEMINOLE COUNTY SHERIFF'S OFFICE

STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE

SIGNED BY:  _____

SIGNED BY:  _____

NAME: Donald F. Eslinger

NAME: C. GEORGE DENMAN

TITLE: Sheriff

TITLE: INTERIM SECRETARY

DATE: 4/8/04

DATE: 4/26/04

VENDOR NUMBER: F59-6000860-023

THIS AMENDMENT IS NOT VALID UNTIL SIGNED AND DATED BY BOTH PARTIES.

**DEPARTMENT OF JUVENILE JUSTICE
CONTRACT RENEWAL
FOR
SEMINOLE COUNTY SHERIFF'S OFFICE**

This Renewal is entered into between the **STATE OF FLORIDA, DEPARTMENT OF JUVENILE JUSTICE** ("Department"), and **SEMINOLE COUNTY SHERIFF'S OFFICE** ("Provider").

The Department and the Provider, on July 1, 2002, entered into a contract to provide an Intensive Probation Supervision, Conditional Release, Alternative Sanctions and a SWEAT Program for youth in Circuit 18; and

The Contract has a renewal option, Section G., page 19, that provides for renewal subject to the same terms and conditions as the original Contract and all amendments; and

The Department is exercising its option for the renewal of this Contract.

Life to Date Contract Amount:	\$1,220,160.00
Renewal (24 months X \$50,840.00 per month):	<u>\$1,220,160.00</u>
New Life Contract Total:	\$2,440,320.00

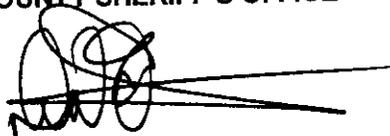
This Renewal shall begin on July 1, 2004, and end at midnight on June 30, 2006.

All terms and conditions of said original Contract and any attachments and amendments thereto shall remain in full force and effect for this renewal.

IN WITNESS WHEREOF, the parties have executed this Renewal by their undersigned officials as duly authorized.

SEMINOLE COUNTY SHERIFF'S OFFICE

**STATE OF FLORIDA
DEPARTMENT OF JUVENILE JUSTICE**

SIGNED BY: 

SIGNED BY: 

NAME: Donald F. Eslinger

NAME: BERNARD E. WARNER

TITLE: Sheriff

TITLE: ASSISTANT SECRETARY
PROBATION AND COMMUNITY CORRECTIONS

DATE: 4/8/04

DATE: 4/21/04

VENDOR ID: F59-6000860-023

THIS RENEWAL IS NOT VALID UNTIL BOTH PARTIES HAVE SIGNED AND DATED IT.