

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 13, 2023

FROM

TRACY REECE, Chief Probation Officer, Probation Department

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Approval of the Pretrial Release Services Modular Office Project and Budget Adjustment to the Gateway Building Project

RECOMMENDATION(S)

1. Approve the Pretrial Release Services Modular Office Capital Improvement Program Project No. 23-196, in the amount of \$799,811, to procure and install a portable modular office to accommodate Probation Department staff working on the Pretrial Release Services program.
2. Approve a budget adjustment to the Gateway Building Capital Improvement Program Project No. 22-094, in the amount of \$2,198,971, increasing the total project budget from \$3,100,000 to \$5,298,971, to expand the scope of work to meet Title 24 juvenile detention facility requirements.
3. Authorize the Auditor-Controller/Treasurer/Tax Collection to post the necessary budget adjustments to the Probation Department's 2022-23 budget, as detailed in the Financial Impact section (Four votes required).

(Presenter: Tracy Reece, Chief Probation Officer, 387-5692)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Provide for the Safety, Health and Social Service Needs of County Residents.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the additional use of Discretionary General Funding (Net County Cost). Approval of the Recommendations will approve and adjust Capital Improvement Program (CIP) Project's budget authority funded by revenue increases in the 2022-23 Budget.

The table below reflects the budget adjustments requested by the Probation Department (Probation) to fund the Pretrial Release Services Modular Office CIP Project No. 23-196, with a one-time allocation of \$799,811 from the Judicial Council of California (JCC) for Pretrial Release Services (Services), which are annual funds that must be encumbered or expended within the fiscal year. The Probation and Superior Court of California, County of San Bernardino (Courts) have a revenue Memorandum of Understanding (MOU) with the JCC to fund Pretrial Program costs. Under this MOU Probation is eligible to be allocated one-time and ongoing funding.

The budget adjustments requested for the Gateway Building CIP Project No. 22-094 are funded by the one-time use of reserves from the Youth Offender Block Grant (YOBG).

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June 13, 2023**

Approval of this item will allow the Auditor-Controller/Treasurer/Tax Collector to post the following adjustments to Probation's 2022-23 budget:

Fund Center	WBSE	Commitment Item	Description	Action	Amount
7700003100	10.10.1526	40909975	Operating Transfers In	Increase	\$799,811
7700003100	10.10.1526	54304030	Structure & Improvement	Increase	\$799,811
4810001000	-	55305030	Operating Transfers Out	Increase	\$799,811
4810001000	-	40408840	State Other	Increase	\$799,811
7700003100	10.10.1256	54304030	Structure & Improvements	Increase	\$2,198,971
7700003100	10.10.1256	40909975	Operating Transfers In	Increase	\$2,198,971
1166811026	-	40458702	Realignment Reserve	Increase	\$2,198,971
1166811026	-	40458711	Realignment 2011	Decrease	\$2,198,971
4810001000	-	55305030	Operating Transfers Out	Increase	\$2,198,971
4810001000	-	40458711	Realignment 2011	Increase	\$2,198,971

BACKGROUND INFORMATION

Probation has fully exceeded office capacity at all of its pre-trial service locations. Recommendation No. 1 will authorize the purchase of a multi-purpose modular structure to house the Probation staff working on the Services program, which provides pre-trial services by the Courts and Probation. The structure will be located at the Probation Training facility at 9478 Etiwanda Ave. in Rancho Cucamonga and will be funded through an MOU with the Courts, which allocated the one-time allocation of \$799,811 from the JCC pretrial operation funds, approved by the Board of Supervisors on May 24, 2022 (Item No. 66).

The modular structure will be a 20 foot by 60 foot raised dry doublewide trailer, in the area immediately east of the training center warehouse. It will provide a dry pre-trial modular office trailer to be used for pre-trial services by the Courts and Probation. From this trailer, Probation will provide continuous assessment and monitoring services for pretrial released clients. Based on the extent of the duties and services required by the MOU, Probation staff identify individuals booked on non-serious felonies, with some exclusions for possible pretrial release. Probation is also responsible for preparing reports for the Court on assessment scores, criminal history, recommendations for release, conditions of release and data sharing with the Courts. Additionally, Probation Officers are responsible for ongoing monitoring of pretrial released clients.

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Recommendation No. 2 will authorize a budget increase of \$2,198,971 to fund an enhancement in the scope of work to fully comply with California Code of Regulations Title 24, and safety precautions as required by the Board of State and Community Corrections (BSCC). Funding for CIP Project No. 22-094 will come from the YOBG one-time use of reserves. The project was originally approved to remove most hardened security apparatus and design features, and to convert the facility to a more dormitory-like environment. The additional scope includes elements that mitigate exposed fixtures and fittings that are deemed security hazards, including the complete reconstruction of restrooms and general plumbing throughout the 27,202 square foot building, contributing to the increased cost of Project. Additionally, recreational and vocation training areas will be added, and classrooms will be remodeled. A significant portion of the project will include furnishings appropriate to the program, as the building's detention housing areas are currently vacant and unfurnished.

The original scope of work did not address certain Title 24 requirements that were subsequently identified by inspectors from the BSCC. After a detailed review and investigation of the existing items and site during construction, changes and additions to the scope of work are required to remain in compliance with the Department of Juvenile Justice (DJJ) Realignment Program. The increase in costs is due to additional work to the facility necessary to meet California Code Regulations Title 24 required by the BSCC.

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by Probation (Thomas Kamara, Director of Probation Administration, 387-9631) on May 11, 2023; County Counsel (Jamie Ryan, Supervising Deputy County Counsel, 387-5455) on May 16, 2023; Auditor-Controller/Treasurer/Tax Collector (Charlene Huang, General Accounting Manager, 382-7022) on May 17, 2023; Finance (Kathleen Gonzalez, Administrative Analyst, 387-5285, and Yael Verduzco, Principal Administrative Analyst, 387-5285) on May 24, 2023; and County Finance and Administration (Robert Saldana and Valerie Clay, Deputy Executive Officers, 387-5423) on May June 1, 2023.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 13, 2023



cc: File - Probation Department
JM 06/14/2023