



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 9/16/2025

To: Board of Supervisors of Sonoma County
Department or Agency Name(s): Probation Department
Staff Name and Phone Number: Vanessa Fuchs, (707) 565-2731
Vote Requirement: Majority
Supervisory District(s): County-wide

Title:

Evening and Weekend Reporting Center for Justice-Involved Youth Professional Services Agreement

Recommended Action:

Authorize the Chief Probation Officer to execute a professional services agreement with Circuit Rider Community Services to provide an evening and weekend reporting center for youth involved in the juvenile justice system for an initial term of September 1, 2025 through June 30, 2028 for \$1,019,172, and to execute up to three one-year extension options for a maximum six-year agreement not to exceed \$2,200,000.

Executive Summary:

The Probation Department requests Board approval to enter into a professional services agreement with Circuit Rider Community Services to operate an evening and weekend reporting center for youth referred by Probation and involved in the juvenile justice system. This center will provide behavioral change interventions, prosocial development opportunities, and community reintegration support for youth assessed as high or moderate risk to reoffend, and who require structure and services to change behavior. Circuit Rider Community Services was selected to provide these services as a result of a competitive Request for Proposal (RFP) process. The cost for this agreement is fully funded by Probation's Juvenile Probation Activities allocation.

Discussion:

Description of Services

Circuit Rider Community Services will operate an evening and weekend reporting center for the Probation Department that provides services to youth involved in the juvenile justice system through two distinct programs: Vista Academy and Vista Lite. These programs will provide behavioral change interventions, prosocial development opportunities, and community reintegration support for youth assessed as high or moderate risk to reoffend, and who require structure and services to change behavior. Youth are referred to either program by the Probation Department, with referrals initiated by probation officers or through court orders. Both programs will provide transportation for youth located within 30 miles of their center, be culturally responsive, and include Spanish-language services as needed.

History of Services

Since 2010, Probation has entered into agreements to operate a juvenile evening reporting center for youth, which in recent years was only offered to males. As the most recent contract was ending, Probation initiated a competitive procurement process to select a service provider and establish a new agreement. This new

agreement builds on the original program model by expanding services to include youth of all genders and providing two levels of services and intervention tailored to youth needs.

Request for Proposals (RFP)

In early May 2025, the Probation Department initiated an RFP for the Juvenile Evening Reporting Center. Three bids were submitted for the RFP, and a review panel of three County staff and one staff from another agency was convened. Circuit Riders Community Service's bid scored high in costs relative to the scope of services, and the highest out of all three bids in the categories of:

- Case planning & programming,
- Experience, qualifications, and expertise, and
- Program administration/site logistics.

The reviewers felt all bids were well-done, with the program offered by the Circuit Rider Community Services as the most comprehensive, cohesive and well-matched to the needs of the target population.

In summary, the goal of the Vista Academy and Vista Lite is to assist youth and their families in successfully completing probation, preventing the relapse of criminal behavior and reducing crime. This program will provide cost-effective programming after-school and on weekends when youth are most at risk of involvement in misbehavior for youth who need structure and services to change behavior.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

Annually beginning October 19, 2010 the Board has authorized agreements for the Juvenile Evening Reporting center, including the most recent agreement with Circuit Rider Community Services, authorized on June 11, 2019.

FISCAL SUMMARY

Expenditures	FY25-26 Adopted	FY26-27 Projected	FY27-28 Projected
Budgeted Expenses	\$290,439	\$358,982	\$369,751
Additional Appropriation Requested			
Total Expenditures	\$290,439	\$358,982	\$369,751
Funding Sources			
General Fund/WA GF			
State/Federal	\$290,439	\$358,982	\$369,751
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$290,439	\$358,982	\$369,751

Narrative Explanation of Fiscal Impacts:

The total annual contract budget amount for this agreement is \$348,526 with allowances for annual cost of living increases based on the Consumer Price Index. Probation's FY25-26 budget includes sufficient funds for this agreement, which is fully funded by one of Probation's juvenile special revenue funds, Juvenile Probation Activities Fund (JPF), which exists in part to support programming such as this to juveniles on Probation.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

NA

Attachments:

Professional Services Agreement for Circuit Rider Community Services

Related Items "On File" with the Clerk of the Board:

None