

Memorandum of Understanding #XXXX

Between
The El Dorado County Probation Department
And
Superior Court of California
County of El Dorado
Regarding Collaborative Justice Courts Substance Abuse Focus Grant Program

This Memorandum of Understanding #XXXX (“Agreement” or “MOU”) is entered into by and between the El Dorado County Probation Department (hereinafter referred to as "Probation") and the Superior Court of California, County of El Dorado (hereinafter referred to as "Court"). This MOU sets forth each agency's role and responsibility as it relates to the Fiscal Year 2022-2023 Collaborative Justice Courts Substance Abuse Focus Grant Program (SAFG) for continuous alcohol monitoring for DUI court offenders and Drug Court offenders.

WHEREAS, Court is to receive from the Judicial Council of California funding for the Collaborative Justice Court Substance Abuse Focus Grant Program (Program) under the terms and conditions of Contract No. [REDACTED] (the “Contract”);

WHEREAS, Court desires to subcontract with Probation, subject to the authorization of the County of El Dorado, for Probation to provide to Court services necessary to complete the Program objectives;

WHEREAS, it is the intent of the parties that such services be in conformity with the Contract and all applicable federal, state, and local laws; and

NOW, THEREFORE, Court and Probation mutually agree as follows:

- 1. Scope of Services:** Consistent with the terms and conditions of the Contract and this Agreement, Probation agrees to provide DUI Court offenders, Drug Court offenders, Behavioral Health Court offenders, Veterans Court, and Adult Domestic Violence Court offenders continuous alcohol monitoring, presumptive urine testing, saliva testing, presumptive saliva testing, and testing through other technologies, to monitor offenders’ compliance on a more frequent schedule to foster program compliance, and to assist the Court Program Manager, as requested by the Court Program Manager, to comply with responsibilities under the Contract. The Court Program Manager is Jackie Davenport or designee.
- 2. Term:** This Agreement is effective July 1, 2022, through August 31, 2023. Either party may terminate this MOU by providing written notice of intent to terminate to the other party at least thirty (30) days before the termination date. In addition and upon notice to Probation, Court may terminate this Agreement in whole or in part, without prejudice to any right or remedy of Court, if expected or actual funding is withdrawn, reduced, or limited in any way.

3. **Reporting:** Probation agrees to provide data relevant to the deliverables in a timely manner and as outlined in the Contract and Attachment A to this Agreement or as otherwise requested by the Court Program Manager so Court can meet its reporting obligations to the Judicial Council.
4. **Compensation for Services:** The total amount of this Agreement shall not exceed \$12,000.00.

Probation shall submit invoices to Court monthly with documentation acceptable to Court to supporting actual costs billed. Such documentation to be provided to Court monthly includes:

- a. Copies of vendor invoices for alcohol monitoring services;
- b. Adequate backup documentation with invoices that substantiate expenses claimed; and
- c. Such additional information as Court may require from Probation to comply with the terms of the Contract.

Subject to compliance with the requirements and not-to-exceed limit of this section 4, Court shall reimburse Probation for actual costs incurred following Court's receipt of SAFG funds from the Judicial Council and after submission to and acceptance by the Judicial Council of required reports identified in the Contract and Attachment A – Deliverables of this Agreement.

5. General Provisions

- a. Amendment. No addition to or alteration of the terms of this MOU will be valid unless made in the form of a written amendment, which is formally approved and executed by the governing bodies of each of the parties, or their respective authorized designees.
- b. Further Assurances. Each party agrees to cooperate with the other, and to execute and deliver, or cause to be executed and delivered, all such other instruments and documents, and to take all such other actions as may be reasonably requested of it from time to time, in order to effectuate the provisions and purposes of this MOU.
- c. Waiver. Any waiver by either party of the terms of this MOU must be in writing and executed by an authorized representative of the waiving party and will not be construed as a waiver of any succeeding breach of the same or other term of this MOU.
- d. Severability. The provisions of this MOU are separate and severable. If any provision of this MOU shall be invalid, illegal or unenforceable, the validity, legality, and enforceability of the remaining provisions shall not be affected or impaired thereby. Any such provision will be enforced to the maximum extent possible so as to effect the reasonable intent of the parties and will be reformed without further action by the parties to the extent necessary to make such provision valid and enforceable.

- e. Independent Contractor. Each party will be, and is, an independent contractor, and is not an employee or agent of the other party, and neither party nor any person engaged by a party to perform the services described herein is covered by any employee benefit plans provided to the employee of the other party. Each party is liable for the acts and omissions of itself, its employees and its agents. Nothing in this MOU will be construed as creating an employment or agency relationship between the parties. Each party will determine the method, details, and means of performing its obligations under this MOU, including, without limitation, exercising full control over the employment, direction, compensation and discharge of all persons assisting the respective party. Each party will be solely responsible for all matters relating to the payment of its employees, including compliance with social security, withholding any and all employee benefits, and all regulations governing such matters.

- f. Risk Allocation. It is the intention of both parties that neither will be responsible for the negligent and/or intentional acts and/or omissions of the other, or its judges, subordinate judicial officers, directors, officers, agents, and employees. The parties therefore disclaim in its entirety the pro rata risk allocation that could otherwise apply to this MOU pursuant to Government Code 895.6. Instead, pursuant to Government Code section 895.4, the parties agree to use principles of comparative fault when apportioning any and all losses that may arise out of the performance of this MOU.

- g. Counterparts. This MOU may be executed in counterparts, each of which is considered an original but all of which together shall constitute one instrument.

- h. Notices. All notices prescribed by this Agreement shall be in writing and deposited in United States Mail, postage prepaid, and addressed as follows:

To Probation:

With a copy to:

El Dorado County Probation
 Probation Department
 3974 Durock Road, Ste 205
 Shingle Springs CA 95682

County of El Dorado
 Chief Administrative Office
 330 Fair Lane
 Placerville CA 95667

Attn: Brian Richart
 Chief Probation Officer

Attn: Michele Weimer
 Procurement and Contracts Manager

or to such other location as Probation directs.

Notices to Court shall be addressed as follows:

Superior Court Executive Officer
 2850 Fairlane Court, Ste 110
 Placerville CA 95667

- i. California State Auditor. This Agreement is subject to examination and audit by the State Auditor for a period of three years after final payment.

- j. Electronic Signatures: Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Agreement, are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic Signature means any electronic visual symbol or signature attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures, pursuant to the California Uniform Electronic Transactions Act (Cal. Civ. Code §§ 1633.1 to 1633.17) as amended from time to time.

- k. Entire Agreement. This MOU contains the entire agreement between the parties and supersedes all prior understanding between them with respect to the subject matter of this MOU.

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IN WITNESS WHEREOF, Court and Probation executed this MOU #XXXX on the date or dates indicated below:

**Superior Court of California
County of El Dorado**

By: _____ Date: _____
Vicki Ashworth
Presiding Judge Superior Court

By: _____ Date: _____
Shelby Wineinger
Interim Court Executive Officer

El Dorado County Probation Department

By: _____ Date: _____
Brian Richart
Chief Probation Officer
Contract Administrator

**Attachment A
Deliverables**

Probation is required to provide the following deliverables to Court by the Due Date for submission to, and approval by, the Judicial Council:

Deliverable For each collaborative justice court receiving these grant funds, submit a Progress Report Form provided by the Judicial Council which will contain the following:	Due Date	Firm Fixed Price per Deliverable
FIRST DELIVERABLE: A. Contact information for each court’s coordinator and Judicial Officer; B. Program information for each collaborative court receiving funding; C. Program capacity; D. Typical number of participants enrolled at one time in each collaborative justice court, or, for education-only programs, average number of attendees for each education event or session.	February 28, 2023	One-half of grant award amount
SECOND DELIVERABLE: A. Contact information for each court’s coordinator and Judicial Officer; B. “Snapshot data” of participants in the program; C. General program information; D. Describe highlights/achievements/challenges.	July 31, 2023	One-half of grant award amount