



Katherine Weinstein Miller
Chief Probation Officer

To: Juvenile Probation Commission
Meeting Date: April 8, 2026
Re: Request for Approval of Contract Actions

The Juvenile Probation Department requests delegated authority from the Juvenile Probation Commission to approve the following contract actions:

Summary

Supplier	Sharp Circle Inc.	Sunset Youth Services
Action	Amendment 2 – update Appendices	Amendment 1 – update Appendices
Scope	Reentry Support Services	Reentry Support Services
Term	N/A	N/A
Not-to-Exceed-Amount	N/A	N/A
Contracting Authority	Admin Code 21G	Admin Code 21G
Funding Source	JJRBG/YOBG/OYCR Less Restrictive Programming Grant (State)	JJRBG/YOBG/OYCR Less Restrictive Programming Grant (State)
Court-Ordered Service	Yes	Yes

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Details

Sharp Circle

JPD currently contracts with Sharp Circle for reentry support services for young people exiting secure commitment at the Juvenile Justice Center, as outlined in Contract ID 1000035956. The Juvenile Probation Commission approved the Initial Agreement on April 9, 2025, and Amendment 1 on June 11, 2025. The Commission reviewed additional proposed edits on February 11, 2026, to increase the contract amount and extend the term (Amendment 2); however, Amendment 2 was not executed due to the need to bring the agreement into compliance with the Citywide Nonprofit Contract Monitoring [Policy](#) by April 2026.

Amendment 2 continues with updates to the Appendix B (Grant Plan) by revising its performance measures, reporting requirements, program monitoring practices, and ongoing engagement expectations, and adds a new Appendix K (Nonprofit Contract Monitoring Requirements). These updates now bring the grant into compliance and establish standardized requirements for how City departments monitor nonprofit service contracts to support high-quality service delivery and promote accountability.

Sunset Youth Services

JPD currently contracts with Sunset Youth Services for reentry support services for young people exiting secure commitment at the Juvenile Justice Center, as outlined in Contract ID 1000036163. The Juvenile Probation Commission approved the Initial Agreement on April 9, 2025. The Commission reviewed additional proposed edits on February 11, 2026, to increase the contract amount and extend the term (Amendment 1); however, Amendment 1 was not executed due to the need to bring the agreement into compliance with the Citywide Nonprofit Contract Monitoring [Policy](#) by April 2026.

Amendment 1 continues with updates to the Appendix B (Grant Plan) by revising its performance measures, reporting requirements, program monitoring practices, and ongoing engagement expectations, and adds a new Appendix K (Nonprofit Contract Monitoring Requirements). These updates now bring the grant into compliance and establish standardized requirements for how City departments monitor nonprofit service contracts to support high-quality service delivery and promote accountability.