

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

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Board of Supervisors

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Fifth District

March 30, 2011

TO: Each Supervisor

A handwritten signature in black ink, appearing to be "P. Browning", written over the "TO:" line.

FROM: Philip L. Browning, Director

SUBJECT: NOTICE OF INTENT TO REQUEST DELEGATED AUTHORITY TO APPROVE A PERCENTAGE INCREASE EXCEEDING 10 PERCENT OF THE TOTAL CONTRACT AMOUNT

The Department of Public Social Services intends to file a Board letter on March 31, 2011 for the April 12, 2011 Board agenda. The Board letter recommends delegated authority to the Director of DPSS or his designee to enter into contracts with nine Federally Qualified Health Centers (FQHC)/FQHC Look-Alikes to provide General Relief (GR) Physical Health Disability Assessment Services and Comprehensive Physical Health Disability Evaluation Services to the 14 GR District Offices, Countywide.

The Board letter also recommends delegated authority to prepare and sign amendments to increase/decrease the total maximum contract amount inclusive of all nine contracts by 25 percent provided that (a) sufficient funding is available, (b) prior Chief Executive Office (CEO) and County Counsel approval is obtained and (c) the Director or his designee notifies the Board and CEO in writing within ten business days after execution.

In accordance with Board of Supervisors' Policy 5.120, prior Board notice is required for any department requesting delegated authority to increase Board-approved contracts by over 10 percent. The CEO's Office was informed of our intention to issue this memo.

BACKGROUND/JUSTIFICATION

On February 9, 2010, the County of Los Angeles Board of Supervisors approved a comprehensive plan to restructure the GR Program. The plan includes providing GR applicants/participants with physical health disability assessments and comprehensive physical health disability evaluations through contracted health care providers for 14 GR District Offices, Countywide.

The recommendation to increase/decrease the total maximum contract amount for all nine contracts by up to 25 percent provides the Department the flexibility to increase/decrease individual service provider contracts to accommodate variations in the number of monthly disability assessments conducted. Within the first six months of the contract term, the Department will know how to better gauge the contract sums for each contract in order to continue providing GR Disability Assessment and Comprehensive Evaluation services to all 14 GR Districts, Countywide. At that time, the Department Director would have the authority to amend the contracts by a net of 25 percent, and redistribute the funding among the contractors as needed.

NOTIFICATION TIMELINE

Due to the recent release of the CEO's memo dated March 24, 2011 and the revised Board Policy – 5.120: Authority to Approve Increases to Board Approved Contract Amounts, the two-week advance notice requirement was not met, but the Department will meet this requirement on all future submissions. Consistent with the remaining procedures of Board Policy 5.120, we are informing your Board of our intention to proceed with the filing of the Board letter with the Executive Office of the Board for the April 12, 2011 Board Meeting.

If you have any questions or need additional information, please let me know, or your staff may contact Walter Chan, at (562) 908-3001 or via email at walterchan@dpss.lacounty.gov.

PLB:cjr

c: Chief Executive Officer
Executive Officer, Board of Supervisors
Deputy Chief Executive Officer