



FESIA A. DAVENPORT
Chief Executive Officer

County of Los Angeles Health and Mental Health Services

DATE: Wednesday, October 13, 2021
TIME: 10:00 a.m.

THIS MEETING WILL CONTINUE TO BE HELD VIRTUALLY TO ENSURE THE SAFETY OF MEMBERS OF THE PUBLIC AND EMPLOYEES WHILE THE COUNTY REMAINS UNDER A STATE OF EMERGENCY AND/OR WHILE COUNTY OFFICIALS CONTINUE TO RECOMMEND SOCIAL DISTANCING.

TO PARTICIPATE IN THE MEETING, PLEASE CALL AS FOLLOWS:

DIAL-IN NUMBER: 1 (323) 776-6996

CONFERENCE ID: 479494149#

[MS Teams link](#) (Ctrl+Click to Follow Link)

AGENDA

Members of the Public may address the Health and Mental Health Services Meeting on any agenda item. Two (2) minutes are allowed for each item.

THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

- I. Call to order
- II. **Information Item(s)** (Any Information Item is subject to discussion and/or presentation at the request of two or more Board offices):
 - a. **DPH:** Approval to Execute an Amendment to the Master Agreement Work Order with Koreatown Youth and Community Center, Inc. for the Provision of Los Angeles City Smokefree Multi-Unit Housing Community Engagement Services (#6025)
 - b. **DPH:** Approval to Execute a Contract for the 2022 Annual AI-Impics Games Effective November 1, 2021 Through October 31, 2024 (#5938)

III. **Presentation Item(s):**

- a. **DMH:** Approval to Amend Two Existing Legal Entity Contracts to Increase the Maximum Contract Amounts for the Provision of Specialty Mental Health Services
- b. **DPH:** Approval of Master Agreements for As-Needed Temporary Personnel Services for Various Programs Effective Upon Date of Execution Through September 30, 2029 (#5939)
- c. **DPH:** Approval to Execute an Amendment to a Related Master Agreement with Contractor, and Execute one Master Agreement Work Order for the Provision of Temporary Personnel Services to Support the Ending the HIV Epidemic Project for the Period of November 1, 2021 Through October 31, 2023 (#6004)

IV. Items Continued from a Previous Meeting of the Board of Supervisors or from the Previous Agenda Review Meeting

V. Items not on the posted agenda for matters requiring immediate action because of an emergency situation, or where the need to take immediate action came to the attention of the Department subsequent to the posting of the agenda

VI. Public Comment

VII. Adjournment

BOARD LETTER FACT SHEET

Agenda Review Date:

Board Meeting Date:

Sup. Dist. / SPA No.:

DEPARTMENT:

SUBJECT:

I. PUBLIC BENEFIT (precise description, mandated or non-mandated)

II. RECOMMENDED ACTIONS (summarized)

III. COST AND FUNDING SOURCES

Cost:

Funding:

IV. BACKGROUND (critical and/or insightful)

V. POTENTIAL ISSUE(S)

VI. DEPARTMENT & COUNTY COUNSEL CONTACTS



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

MUNTU DAVIS, M.D., M.P.H.
County Health Officer

MEGAN McCLAIRE, M.S.P.H.
Chief Deputy Director

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www.publichealth.lacounty.gov



BOARD OF SUPERVISORS

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First District

Holly J. Mitchell
Second District

Sheila Kuehl
Third District

Janice Hahn
Fourth District

Kathryn Barger
Fifth District

October 26, 2021

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL TO EXECUTE AN AMENDMENT TO THE MASTER AGREEMENT
WORK ORDER WITH KOREATOWN YOUTH AND COMMUNITY CENTER, INC. FOR
THE PROVISION OF LOS ANGELES CITY SMOKEFREE MULTI-UNIT HOUSING
COMMUNITY ENGAGEMENT SERVICES
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval to execute an amendment to the Master Agreement Work Order with Koreatown Youth and Community Center, Inc. to increase the contractual maximum obligation effective upon execution for the period of July 1, 2021 through June 30, 2022.

IT IS RECOMMENDED THAT YOUR BOARD:

Authorize and instruct the Director of the Department of Public Health (Public Health), or designee, to execute an amendment, substantially similar to Exhibit I, to Master Agreement Work Order (MAWO) Number PH-004052-W1 with Koreatown Youth and Community Center, Inc. (KYCC), to increase the annual maximum obligation by \$196,999 from \$103,000 to \$299,999 effective upon execution for the budget period of July 1, 2021 through June 30, 2022; 100 percent offset by California Department of Public Health (CDPH) funds for the Tobacco Control Program.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the Recommendation will allow Public Health to amend MAWO Number PH-004052-W1 with KYCC to provide additional funds to be equitable with Institute for Public Strategies (IPS) and LAC+USC Medical Center Foundation, Inc. (LAC+USC) MAWOs for community smokefree multi-unit housing (MUH) community engagement services effective upon execution for the budget period of July 1, 2021 through June 30, 2022.

The purpose of this project is to provide community smokefree MUH community engagement services that consist of the following: (1) conducting outreach meetings; (2) participating in community meetings and events; (3) conducting educational presentations to community groups; (4) facilitating local coalition meetings; (5) developing and posting publications; (6) implementing petitions; (7) developing and implementing social media strategies; (8) developing educational packets; (9) facilitating meetings with local elected officials; (10) providing educational presentations at public hearings; (11) hosting informational sessions/community forums to raise awareness; and (12) garnering support about the issue of secondhand smoke exposure in MUH in the city.

Implementation of Strategic Goals

The recommended actions support Strategy II.2, Support the Wellness of Our Communities, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total maximum obligation of this MAWO is \$299,999 for the period of July 1, 2021 through June 30, 2022 (\$175,000 for the period of July 1, 2021 through December 31, 2021 and \$124,999 for the period of January 1, 2022 through June 30, 2022); 100 percent offset by CDPH funds for the Tobacco Control Program.

There is no net County cost associated with this action. Funding is included in Public Health's Recommended Budget for fiscal year (FY) 2021-22 and will be included in future FYs as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Since 1990, Public Health's Division of Chronic Disease and Injury Prevention (DCDIP) Tobacco Control and Prevention Program (TCPP) has received funding from CDPH for the provision of tobacco control and prevention services. Currently, CDPH funding supports efforts to decrease exposure to environmental tobacco smoke, counter pro-tobacco influences, and provide media advocacy. TCPP aims to change the social norms surrounding tobacco use by indirectly influencing current and potential future

tobacco users by creating a social milieu and legal climate in which tobacco becomes less desirable, less acceptable, and less accessible. The tobacco control plan for Los Angeles County, which was approved by CDPH, specifies that Public Health contract with community-based agencies to provide services to reduce tobacco use through policy action and behavior change.

On April 19, 2019, I notified your Board that I was exercising delegated authority to execute competitively solicited MAWOs with the following: 1) IPS, in the amount of \$273,875; 2) LAC+USC, in the amount of \$299,999; and 3) KYCC, in the amount of \$103,000, for the period April 27, 2021 through June 30, 2021 to conduct the community smokefree MUH community engagement services throughout the City of Los Angeles.

Subsequently, On June 28, 2021, I notified your Board that I was exercising delegated authority to execute amendments to extend the term of these MAWOs at similar funding amounts for one-year for the period of July 1, 2021 through June 30, 2022.

Public Health is returning to your Board to request approval to increase the funding with KYCC, as the additional funding exceeds our current authority approved by your Board on January 21, 2020. KYCC's funding is very small compared to IPS and LAC+USC for implementing the same scope of work in conducting community smokefree MUH community engagement services.

County Counsel has reviewed and approved Exhibit I as to form.

CONTRACTING PROCESS

On January 11, 2021, Public Health issued a WOS to Community Engagement and Related Services Master Agreement Contractors to conduct community smokefree MUH community engagement services which resulted in execution of MAWOs with: 1) IPS, 2) LAC+USC, and 3) KYCC.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow Public Health to continue and expand tobacco control and prevention efforts throughout Los Angeles County.

The Honorable Board of Supervisors
October 26, 2021
Page 4

Respectfully submitted,

Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

BF:gs
BL #06025

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

BOARD LETTER FACT SHEET

Agenda Review Date:

Board Meeting Date:

Sup. Dist. / SPA No.:

DEPARTMENT:

SUBJECT:

I. PUBLIC BENEFIT (precise description, mandated or non-mandated)

II. RECOMMENDED ACTIONS (summarized)

III. COST AND FUNDING SOURCES

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October 26, 2021

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO EXECUTE A CONTRACT WITH
SPECIAL SERVICE FOR GROUPS, INC. FOR THE 2022 ANNUAL AL-IMPICS GAMES
EFFECTIVE NOVEMBER 1, 2021 THROUGH OCTOBER 31, 2022
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval to execute a contract with Special Service for Groups, Inc. to plan, produce, and promote the Department of Public Health, Substance Abuse Prevention and Control 2022 Annual Al-Impics Games, which celebrates the positive outcomes of successful recovery from substance use disorder.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and instruct the Director of the Department of Public Health (Public Health), or designee, to execute a contract, substantially similar to Exhibit I, with Special Service for Groups, Inc., which was selected under a solicitation process, to plan, produce, and promote the Public Health 2022 Annual Al-Impics Games (Al-Impics), in the amount of \$100,000, effective November 1, 2021, through October 31, 2022; 100 percent offset by State Realignment funds.
2. Delegate authority to the Director of Public Health, or designee, to execute amendments to the contract that extend the term for up to two additional one-year periods through October 31, 2024, to plan, produce, and promote two additional annual Al-Impics events, contingent on the availability of funds and contractor performance;

and/or provide an increase or decrease in funding up to 50 percent above or below each term's annual base maximum obligation, effective upon amendment execution,

or at the beginning of the applicable contract term, make corresponding service adjustments, and revise the Scope of Work or Statement of Work, as necessary, subject to review and approval by County Counsel, and notification to your Board and the Chief Executive Office (CEO).

3. Delegate authority to the Director of Public Health, or designee, to execute change notices to the contract that authorize modifications to, or within, budget categories within each budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or make changes to the contract's terms and conditions.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Approval of Recommendation 1 will enable Public Health to execute a contract with Special Service for Groups, Inc. to plan, produce, and promote the 2022 Annual AI-Impics event to be held in September of 2022, in a venue in Los Angeles County. Required activities include but are not limited to: working closely with Public Health to develop a comprehensive communication and event production plan; securing a venue in Los Angeles County; and developing, producing, and maintaining an AI-Impics website and social media accounts to promote awareness of the event and provide linkage to resources. Additionally, the recommended contractor will conduct a post-event meeting in order to discuss challenges, and to provide Public Health with a report of the event.

The AI-Impics is an Olympics-style sports event and banner parade where approximately 1,000 sober individuals who are in recovery have the opportunity to compete in athletic activities and use their artistic capacities to design banners and choreograph routines to demonstrate their determination to overcome the disease of addiction. These activities reflect their commitment to physical and mental endurance, reveal the benefits of a healthy lifestyle, and celebrate the success of recovery through substance use disorder (SUD) treatment. The event provides a platform for other support networks, consisting predominately of diverse providers, community leaders, organizations, family members, and friends to help celebrate the recovery community and their accomplishments through healthy competition in the spirit of sobriety, achievement, and recreation. Additionally, the AI-Impics provides a forum for Public Health to expand SUD awareness in the community, and de-stigmatize SUD by promoting treatment resources and providing educational information.

This event takes place during September, (which is National Recovery Month), and is a partnership between Public Health and its network of contracted SUD treatment providers, as well as other community-based agencies. National Recovery Month is designed to serve as a community engagement strategy for Mental Health and SUD treatment agencies to adopt. Since its inception more than 30 years ago, the event has grown to

include participation from local hospitals and treatment facilities Countywide, and from a few participants to over 1,000 individuals in SUD treatment and recovery.

While Special Service for Groups, Inc. will be asked to provide a list of potential locations and venues located in Los Angeles County that meet standard Coronavirus disease 2019 (COVID-19) protocols as outlined by Los Angeles County Health Officer, should COVID-19 related restrictions or the status of the pandemic be determined to impact the 2022 event, Public Health's Substance Abuse Prevention and Control (SAPC) program will work with Special Service for Groups, Inc. to transition the event into another format that meets the intended goal while staying in compliance with relevant health officer orders.

Approval of Recommendation 2 will allow Public Health to execute amendments to extend the term of the contract in order to conduct the 2023 and 2024 AI-Impics; and, increase or decrease funding up to 50 percent above or below the annual base maximum obligation, effective upon amendment execution, or at the beginning of the applicable contract term, make corresponding service adjustments, and revise the Scope of Work or Statement of Work, as necessary.

Approval of Recommendation 3 will allow Public Health to execute change notices to the contract that authorize modifications to or within budget categories within the budget, and corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or make changes to the contract's terms and conditions.

Implementation of Strategic Plan Goals

The recommended actions support Strategy II.2 – Support the Wellness of our Communities; Objective II.2.4 Promote Active and Healthy Lifestyles, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total cost for the recommended contract is \$100,000 effective November 1, 2021, through October 31, 2022; 100 percent offset by State Realignment funds.

There is no net County cost associated with this action.

Funding for the contract is included in Public Health's Final Adopted Budget for fiscal year (FY) 2021-22 and will be included in future FYs, as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

From 2019 to 2021, Special Service for Groups, Inc. has provided services for the Annual AI-Impics Games.

As required under Board Policy 5.120, your Board was notified on September 17, 2021, of Public Health's request to increase or decrease funding up to 50 percent above or below the annual base maximum obligation. Increased delegated authority is needed to allow sufficient flexibility for Public Health to make adjustments, if needed, in the event of higher-than-expected costs necessitated by any unforeseen circumstance related to the COVID-19 pandemic such as change in venue or change in scope or size of the event. The event was revised in 2020 and will be revised again in 2021 due to precautions and needed accommodation due to the COVID-19 pandemic and local guidelines.

Exhibit I is the contract template approved by County Counsel. Attachment A is the contracting opportunity announcement on the County of Los Angeles website. Attachment B is the Community Based Enterprise (CBE) Information Summary for the recommended contractor.

CONTRACTING PROCESS

On July 9, 2021, Public Health released Invitation for Bids (IFB) 2021-004 to solicit bids from qualified organizations to provide event planning, production, and promotion services for the 2022 Annual AI-Impics Games.

The contracting opportunity announcement was posted on the County of Los Angeles' Online website, (Attachment A), and Public Health's Contracts and Grants website, and a Notice of Intent to release the IFB was sent by electronic mail to vendors listed in Public Health's internal list of vendors for event planning services and Public Health SUD Contractors.

Public Health received two bids by the submission deadline. One proposal was disqualified and deemed non-responsive to the IFB upon determination that the Proposer did not meet the minimum mandatory qualifications. The Proposer did not request a Disqualification Review.

The bids were reviewed and evaluated by a review committee that consisted of representatives from various programs within Public Health, in accordance with the Evaluation Methodology of Proposals – Policy 5.054 approved by the Los Angeles County Board of Supervisors (Board) on March 31, 2009 and the IFB solicitation process, to determine the lowest price and most responsive and responsible bid.

Community Business Enterprise Program information as reported by the recommended Bidder is identified in Attachment B. The Bidder was selected without regard to gender, race, creed, color or national origin for award of a contract.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow Public Health to continue to celebrate the positive health outcomes of successful recovery from SUD and increase awareness in the community.

Respectfully submitted,

Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

BF:jb
#05938

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors



CONTRACTING OPPORTUNITY *

BID NUMBER: 2021-004

RELEASE/OPEN DATE: July 9, 2021

BID TITLE: Invitation for Bids for Event Planning, Production, and Promotion Services for the 2022 Annual AI-Impics Games

CLOSING/DUE DATE: August 6, 2021

*Visit websites indicated below for additional information and updates.

The County of Los Angeles (County) Department of Public Health is pleased to announce the release of an Invitation of Bids (IFB) to seek a qualified organization to provide **event planning, production, and promotion services for the 2022 annual AI-Impics Games**.

Minimum Mandatory Qualifications

Interested vendors must meet the following Minimum Mandatory Qualifications to apply:

1. Must have a minimum of three years of experience within the last five years planning, producing, promotion, and sourcing venue(s) for at least two large scale events that included over two hundred participants of various ages, genders, and abilities (includes those with disabilities); and, where physical activity and/or sports activities were involved;
2. Must have a minimum of three years of experience within the last five years recruiting and organizing volunteers, competitors, community-based organizations and audience for a large-scale event that included over two hundred participants;
3. Must have a minimum of two years of experience within the last four years in one of the following:
 - 1) planning or organizing events addressing substance use disorder (SUD); 2) working with agencies that serve people with SUD to properly and sensitively celebrate recovery successes; or,
 - 3) providing SUD treatment services under a current executed Public Health Substance Abuse Prevention and Control contract;
4. Must have an office location in Los Angeles County; and
5. Must not be a County Contractor with unresolved disallowed costs, (County will verify that Vendor does not have unresolved disallowed costs).

Please click the Public Health link below to review Section 1.4, Vendor's Minimum Mandatory Qualifications, for additional information.

Next Steps for Interested Vendors

- ✓ Register at <http://camisvr.co.la.ca.us/webven>
- ✓ Review contracting opportunity solicitation document for additional information, requirements, submission information, and updates at:
 - <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>
 - <http://publichealth.lacounty.gov/cg/index.htm>

EVENT PLANNING, PRODUCTION AND PROMOTION SERVICES FOR THE 2022 AL-IMPICS GAMES

COMMUNITY BUSINESS ENTERPRISE (CBE) INFORMATION SUMMARY

FIRM / ORGANIZATION INFORMATION	Special Service for Groups, Inc.
Total Number of Employees in Firm	1081
Business Structure	Non-Profit
Owners/Partner/Associate Partners	
Black/African American	0
Hispanic/Latin American	0
Asian or Pacific Islander	0
American Indian	0
Filipino	0
White	0
Unspecified	0
Total	0
Female (should be included in counts above and also reported here separately).	0
Managers	
Black/African American	36
Hispanic/Latin American	38
Asian or Pacific Islander	47
American Indian	0
Filipino	0
White	30
Unspecified	0
Total	151
Female (should be included in counts above and also reported here separately).	110
Staff	
Black/African American	283
Hispanic/Latin American	352
Asian or Pacific Islander	187
American Indian	0
Filipino	0
White	108
Unspecified	0
Total	930
Female (should be included in counts above and also reported here separately).	635
Percentage of Ownership	
Black/African American	0%
Hispanic/Latin American	0%
Asian or Pacific Islander	0%
American Indian	0%
Filipino	0%
White	0%
Unspecified	0%
Total	0
Female (should be included in counts above and also reported here separately).	0
Current Certification as Minority, Women, Disadvantaged, and Disabled Veteran Business Enterprise	
Minority	
Women	
Disadvantaged	
Disabled Veteran	
Other	
County Certification	
Local Small Business Enterprise	
Social Enterprise	X
Disabled Veteran Business Enterprise	
Other Certifying Agency	

Figures are based on information provided by Bidder in its bid.

BOARD LETTER FACT SHEET

DRAFT

CEO DA Approval

DEPARTMENT: **Mental Health**

SUBJECT: Approval to amend two existing legal entity contracts to increase the maximum contract amounts for the provision of specialty mental health services.

I. PUBLIC BENEFIT (precise description, mandated or non-mandated)

This is an entitlement program for the provision of specialty mental health services.

II. RECOMMENDED ACTIONS (summarized)

Approve and authorize the Director to prepare sign, and execute amendments to two existing DMH Legal Entity Contracts to increase the Maximum Contract Amount. The MCAs for Wayfinder Family Services will increase \$977,970 for FY 2021-22, and \$1,034,970 for FYs 2022-23 and 2023-24. The MCA for Asian American Drug Abuse Programs, Inc., will increase \$25,512 for FY 2021-22. Delegate authority to Director to execute future amendments to revise boilerplate language, revise the annual MCAs, add, delete, modify or replace the SOW, and/or reflect federal, State, and County regulatory and/or policy changes. Delegate authority to Director to terminate the contract in accordance with termination provisions.

III. COST AND FUNDING SOURCES

Cost: The total aggregate increase is \$3,011,422.

Funding: State 2011 Realignment & Prevention and Early Intervention revenues.

IV. BACKGROUND (critical and/or insightful)

The Contract with Wayfinder Family Services has reached its 25 percent delegated authority for FY 2020-21 as a result of a Departmental error which omitted funds during a re-allocation process. Additionally, the MCA for FYs 2022-23 & 2023-24 will also be reset. The Contract with Asian American Drug Abuse Program, Inc., has also reached its 25 percent delegated authority for FY 2020-21 due to one-time only funding that will provide additional prevention services to address the mental health trauma disproportionately experienced by clients residing in Supervisorial District 2, due to the COVID-19 pandemic.

V. POTENTIAL ISSUE(S)

N/A

VI. DEPARTMENT & COUNTY COUNSEL CONTACTS

Terri Boykins, Deputy Director, TBoykins@dmh.lacounty.gov, - (213) 943-8890
Emily Issa, County Counsel, Elssa@counsel.lacounty.gov, - (213) 974-1827



DEPARTMENT OF MENTAL HEALTH

hope. recovery. wellbeing.

JONATHAN E. SHERIN, M.D., Ph.D.
Director

Gregory C. Polk, M.P.A.
Chief Deputy Director

Curley L. Bonds, M.D.
Chief Medical Officer

Lisa H. Wong, Psy.D.
Senior Deputy Director

October 26, 2021

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

APPROVAL TO AMEND TWO EXISTING LEGAL ENTITY CONTRACTS TO INCREASE THE MAXIMUM CONTRACT AMOUNTS FOR THE PROVISION OF SPECIALTY MENTAL HEALTH SERVICES

**(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to amend the Department of Mental Health Legal Entity Contracts with Wayfinder Family Services and Asian American Drug Abuse Program, Inc., to increase the Maximum Contract Amounts for the continued provision of specialty mental health services.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the Director of Mental Health (Director), or designee, to prepare, sign, and execute amendments to two existing Department of Mental Health (DMH) Legal Entity (LE) Contracts to increase the Maximum Contract Amount (MCA) as shown in Attachment I. The amendments will be effective upon Board approval, and the MCAs will increase as follows: 1) Wayfinder Family Services MCA will increase \$977,970 for Fiscal Year (FY) 2021-22, and \$1,034,970 per FY for FYs 2022-23 and 2023-24, fully funded by federal Medi-Cal and State 2011 Realignment – Early and Periodic Screening, Diagnostic, and Treatment (EPSDT) revenues; and 2) Asian American Drug Abuse Programs, Inc.,

MCA will increase \$25,512 for FY 2021-22, fully funded by federal Medi-Cal and Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) revenues.

2. Delegate authority to the Director, or designee, to prepare, sign, and execute future amendments to the LE Contracts in Recommendation 1 to update the language; revise the annual MCAs; add, delete, modify, or replace the Service Exhibits and/or Statements of Work; and/or reflect federal, State, and County regulatory and/or policy changes, provided that: 1) the County's total payments to each LE Contractor will not exceed an increase of more than 25 percent of the Board-approved MCA in Recommendation 1; and 2) sufficient funds are available. These amendments will be subject to prior review and approval as to form by County Counsel, with written notice to the Board and Chief Executive Officer (CEO).
3. Delegate authority to the Director, or his designee, to make non-material modifications to the LE Contracts in Recommendation 1 through administrative amendments or change notices for the following and other similar reasons, as appropriate: change the LE Contractor's business name and/or headquarter address; change, revise, add, or delete the LE Contractor's provider site address(es), site number(s), and/or site name(s); make technical corrections; revise County and Contractor Administration Exhibits; and/or shift funds between currently contracted funded programs, so long as such shift(s) will not cause an increase in the MCA.
4. Delegate authority to the Director, or designee, to terminate the Contracts described in Recommendation 1 in accordance with the termination provisions, including Termination for Convenience. The Director, his designee, will notify the Board and CEO, in writing, of such termination action.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval of Recommendation 1 will allow DMH to amend the two LE Contracts in order to increase the MCAs for the continued provision of specialty mental health services, as these LE Contractors have reached their previous Board-approved 25 percent delegated authority for FY 2021-22. Additionally, this action will reset the MCA for FYs 2022-23 and 2023-24 for Wayfinder Family Services.

Board approval of Recommendations 2 and 3 renews previously granted Board authority to allow DMH to amend and update the LE Contracts in Recommendation 1 in a timely manner, as necessary, for the continuous provision and expansion of mental health services without interruption to clients who are in need of these services.

Board approval of Recommendation 4 will allow DMH to terminate the LE Contracts in accordance with the Contracts' termination provisions, including Termination for Convenience, in a timely manner, as necessary.

IMPLEMENTATION OF STRATEGIC PLAN GOALS

The recommended actions are consistent with the County's Strategic Plan Goal I, Make Investments that Transform Lives, specifically Strategy I.1 — Increase Our Focus on Prevention Initiatives, and Strategy I.2 — Enhance Our Delivery of Comprehensive Interventions.

FISCAL IMPACT/FINANCING

For FY 2021-22, the total aggregate increase of the recommended actions for the LE Contracts is \$1,003,482, fully funded by federal Medi-Cal, State EPSDT, and MHSA PEI revenues.

Sufficient funding is included in DMH's Final Adopted budget for FY 2021-22 for this action, and funding for FYs 2022-23 and 2023-24 will be included in DMH's annual budget request process.

There is no net County cost impact associated with the recommended actions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On June 8, 2021, your Board authorized the Director to enter into 131 LE Contracts, which included Wayfinder Family Services and Asian American Drug Abuse Program, Inc.

DMH is seeking your Board's authority to amend these LE Contracts in order to increase their MCAs. Wayfinder Family Services has reached its 25 percent delegated authority for FY 2021-22 and will have an increase in its MCA for the subsequent FYs during the term of the Contract, as a result of a Departmental error which omitted funds during a re-allocation process. Specifically, this funding is required to provide outpatient services to children/youth. The increase for Asian American Drug Abuse Program, Inc., is due to one-time only funding for FY 2021-22 that will provide additional prevention services to address the mental health trauma disproportionately experienced by clients residing in Supervisorial District 2, due to the COVID-19 pandemic.

In accordance with Board Policy, Section 5.120, Authority to Approve Increases to Board-Approved Contract Amounts requirements, DMH notified your Board on

September 27, 2021, (Attachment II), of its intent to request delegated authority of more than 10 percent.

Additionally, on July 14, 2020, DMH requested an exemption to Board Policy No. 5.100 (Sole Source Contracts), from your Board for notification requirements for DMH LE Contracts as LE Contractors provide a federal entitlement to Medi-Cal beneficiaries, and the need to amend, as expeditiously as possible, is essential to ensure continuous specialty mental health services. In accordance with the Board Policy, DMH considers this request approved, as we did not hear otherwise.

The amendment format has been approved as to form by County Counsel.

Attachment I lists the headquarter address and supervisorial district, service areas of service location sites, and the amounts for each of the LE Contracts.

As mandated by your Board, the performance of all contractors is evaluated by DMH on an annual basis to ensure the contractor's compliance with all contract terms and performance standards.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the recommended actions will allow DMH, through its contracted providers to continue to provide ongoing mental health services, specifically outpatient services for children/youth and prevention services for clients who have experienced mental trauma due to COVID-19, respectively.

Respectfully submitted,

JONATHAN E. SHERIN, M.D., Ph.D.
Director

JES:GCP:SK
RLR:MP:atm

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel

Attachment

LOS ANGELES COUNTY
Department of Mental Health
Increase of Maximum Contract Amounts for the Continued Provision
of Specialty Mental Health Services

Legal Entity Name	Headquarters Address	Service Provider Supervisorial District	Service Provider Service Area(s)	Current MCA for FY 2021-22	Increase for FY 2021-22	Increase for FY 2022-23	Increase for FY 2023-24	Total Increase
Asian American Drug Abuse Program, Inc.	2900 Crenshaw Blvd. Los Angeles, CA 90016	2	6, 8	\$200,953	\$25,512	\$0	\$0	\$25,512
Wayfinder Family Services	5300 Angeles Vista Blvd. Los Angeles, CA 90043	2	All	\$5,350,151	\$977,970	\$1,003,970	\$1,003,970	\$2,985,910
					\$1,003,482	\$1,003,970	\$1,003,970	\$3,011,422



DEPARTMENT OF MENTAL HEALTH

hope. recovery. wellbeing.

JONATHAN E. SHERIN, M.D., Ph.D.
Director

Gregory C. Polk, M.P.A.
Chief Deputy Director

Curley L. Bonds, M.D.
Chief Medical Officer

Lisa H. Wong, Psy.D.
Senior Deputy Director

September 27, 2021

TO: Supervisor Hilda L. Solis, Chair
Supervisor Holly J. Mitchell
Supervisor Sheila Kuehl
Supervisor Janice Hahn
Supervisor Kathryn Barger

FROM: Jonathan E. Sherin, M.D., Ph.D.
Director

SUBJECT: NOTICE OF INTENT TO REQUEST DELEGATED AUTHORITY FOR A PERCENTAGE INCREASE EXCEEDING TEN PERCENT OF THE MAXIMUM CONTRACT AMOUNTS FOR WAYFINDER FAMILY SERVICES AND ASIAN AMERICAN DRUG ABUSE PROGRAM, INC.

In accordance with Los Angeles County Board of Supervisors' (Board) Policy 5.120, the Department of Mental Health (DMH) is notifying your Board of our Department's intent to request delegated authority for a percentage increase exceeding ten percent of the Maximum Contract Amounts (MCAs) for Wayfinder Family Services and Asian American Drug Abuse Program, Inc., Legal Entity (LE) Contracts. DMH will request delegated authority for a 25 percent increase of the MCA.

JUSTIFICATION

During the month of November, DMH will present to your Board a letter for approval to amend the existing Contracts with Wayfinder Family Services and Asian American Drug Abuse Program, Inc., to increase the MCAs for the continued provision of specialty mental health services as these Contractors have reached their previously Board-approved 25 percent delegated authority for Fiscal Year (FY) 2021-22. The increase for Wayfinder Family Services is due to a Departmental error which omitted funds during a re-allocation process. Specifically, this funding will provide outpatient services to children/youth and allow the Department to reset its MCA for FYs 2021-22, 2022-23, and 2023-24. The increase for Asian American Drug Abuse Program, Inc., is due to one-time

Each Supervisor
September 27, 2021
Page 2

only funding for FY 2021-22 that will provide additional prevention services to address the mental health trauma, disproportionately experienced by clients residing in Supervisorial District 2, due to the COVID-19 pandemic.

The authority to increase the percentage exceeding ten percent allows DMH to amend these Contracts in a timely manner for the continuous provision and expansion of mental health services without interruption to clients who are in need of these services.

NOTIFICATION TIMELINE

Board Policy No. 5.120 requires departments to provide written notice to your Board, with a copy to the Chief Executive Officer, at least two weeks prior to the Board Meeting at which the request to exceed ten percent of the MCA will be presented. In compliance with this policy, DMH is notifying your Board of our intent to request delegated authority up to 25 percent of the MCA through a Board letter to be presented at the October 26, 2021 Board Meeting.

If you have any questions or concerns, please contact me at (213) 738-4601, or your staff may contact Stella Krikorian, Division Manager, Contracts Development and Administration Division, at (213) 943-9146.

JES:GCP:SK
RLR:MP:atm

c: Executive Office, Board of Supervisors
Chief Executive Office
County Counsel

BOARD LETTER FACT SHEET

Agenda Review Date:

Board Meeting Date:

Sup. Dist. / SPA No.:

DEPARTMENT:

SUBJECT:

I. PUBLIC BENEFIT (precise description, mandated or non-mandated)

II. RECOMMENDED ACTIONS (summarized)

III. COST AND FUNDING SOURCES

Cost:

Funding:

IV. BACKGROUND (critical and/or insightful)

V. POTENTIAL ISSUE(S)

VI. DEPARTMENT & COUNTY COUNSEL CONTACTS



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

MUNTU DAVIS, M.D., M.P.H.
County Health Officer

MEGAN McClaire, M.S.P.H.
Chief Deputy Director

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BOARD OF SUPERVISORS

Hilda L. Solis
First District

Holly J. Mitchell
Second District

Sheila Kuehl
Third District

Janice Hahn
Fourth District

Kathryn Barger
Fifth District

October 26, 2021

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF MASTER AGREEMENTS FOR AS-NEEDED TEMPORARY
PERSONNEL SERVICES FOR VARIOUS PROGRAMS EFFECTIVE
UPON DATE OF EXECUTION THROUGH SEPTEMBER 30, 2029
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to execute nine Master Agreements with qualified vendors to provide as-needed temporary personnel services effective upon date of execution through September 30, 2029, and delegated authority to Health Departments to execute Master Agreement Work Orders.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and instruct the Director of the Department of Public Health (Public Health), or designee, to execute Master Agreements, substantially similar to Exhibit I, with the nine vendors listed in Attachment A; for the provision of temporary personnel services, effective upon execution through September 30, 2029.

2. Delegate authority to the Director of Public Health, or designee, to execute additional Master Agreements during the ensuing period with additional qualified vendors that submit a Statement of Qualifications (SOQ), which meets the requirements as outlined in the Request for Statement of Qualifications (RFSQ) for As-Needed Temporary Personnel Services released on July 20, 2021, subject to review and approval by County Counsel.
3. Delegate authority to the Director of Public Health, or designee, to execute amendments to the Master Agreements that: a) extend the term up to two additional one-year terms; b) extend the term, if a Master Agreement Work Order (MAWO) executed prior to the expiration of the Master Agreement has an expiration date later than the Master Agreement's expiration date; and c) add, delete and/or change terms and conditions to conform to changes in federal, State, and/or County laws, regulations, and/or policies for the duration of the Master Agreements, subject to review and approval by County Counsel.
4. Delegate authority to the Directors of Public Health, Department of Health Services (DHS), and Department of Mental Health (DMH) (Health Departments), or their designees, to execute competitively solicited MAWOs for services performed under the Master Agreements subject to the following criteria for each MAWO: a) \$699,999 or less annually, upon County Counsel review and approval, the respective Department will notify your Board of the MAWO; and b) \$700,000 or more annually, the respective Department will return to your Board for approval. Annually, Public Health will provide your Board, the CEO, and County Counsel a listing of all approved vendors, executed MAWOs, the total annual amount awarded to each vendor, as well as the total cumulative amount awarded to each vendor.
5. Delegate authority to the Directors of the Health Departments, or their designees, to execute amendments to MAWOs that: a) extend the term of a MAWO at similar funding amounts for a maximum term of two years overall; b) adjust the term of the MAWOs at no cost; c) provide an internal reallocation of funds between budgets up to 10 percent of each term's annual base maximum obligation; d) and/or provide an increase or decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution and make corresponding service adjustments, as necessary, subject to review and approval by County Counsel, and notification to your Board and the CEO.
6. Delegate authority to the Directors of the Health Departments, or their designees, to execute change notices to MAWOs that authorize modifications to or within budget categories within each budget, and make corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or changes to the MAWO's terms and conditions.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow Public Health to execute Master Agreements with qualified vendors that meet the minimum mandatory qualifications of the RFSQ. These Master Agreements will enable the Departments to have a pool of pre-qualified vendors to provide temporary personnel services on an as-needed basis to complete grant-funded and/or time-limited projects.

Approval of Recommendation 2 will allow Public Health to execute additional Master Agreements during the ensuing period with additional qualified vendors to meet service needs throughout the duration of the Master Agreement term and expand the pool of qualified contractors, without interruption, to meet the needs of the Departments.

Approval of Recommendation 3 will allow Public Health to execute amendments to the Master Agreements that: a) extend the term up to two additional one-year periods; b) extend the term if a MAWO executed prior to the expiration of the Master Agreement has an expiration date later than the Master Agreement expiration date; and c) to add and/or change terms and conditions to conform to changes in federal, State, and/or County laws, regulations, and/or policies.

Approval of Recommendation 4 will allow the Health Departments to execute competitively solicited MAWOs for services performed under the Master Agreements for as-needed temporary personnel services.

Approval of Recommendation 5 will allow the Health Departments to execute amendments to MAWOs that: a) extend the term of a MAWO for a maximum term of two years overall; b) adjust the term of the MAWO at no cost; c) internally reallocate funds between budgets up to 10 percent of each budget's annual base maximum obligation; d) and/or provide an increase or decrease in funding up to 10 percent above or below each term's annual base maximum obligation, effective upon amendment execution and make corresponding service adjustments, as necessary.

Approval of Recommendation 6 will allow the Health Departments to execute change notices to MAWOs that authorize modifications to or within budget categories within each budget and make corresponding service adjustments, as necessary; changes to hours of operation and/or service locations; and/or make changes to the MAWO's terms and conditions.

Implementation of Strategic Plan Goals

The recommended actions support Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility and Accountability Continually assess our efficiency and effectiveness, maximize and leverage resources, and hold ourselves (the Departments) accountable, of the County's 2016-2021 Strategic Plan.

FISCAL IMPACT/FINANCING

Utilizing the Master Agreements, the Health Departments will be able to release Work Order Solicitations (WOS) to the pool of qualified vendors to provide temporary personnel services on an as-needed basis through the issuance of individualized MAWOs. The funding and funding source for each MAWO will vary, depending upon departmental needs, the term of the MAWO, and the availability of funding.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On April 5, 2016, your Board approved the execution of six Public Health and DHS Master Agreements for the provision of as-needed temporary personnel services. Subsequently, Public Health notified your Board that it was exercising delegated authority to execute four additional Master Agreements for the provision of as-needed temporary personnel Services. All 10 Master Agreements are slated to expire on February 28, 2023.

On July 20, 2021, Public Health issued a new RFSQ to resolicit temporary personnel services to replace the current Master Agreements and to expand the current pool of qualified vendors.

The recommended Master Agreements include all the current Board-mandated provisions, and each vendor has agreed to all the terms therein.

Master Agreement Administration

Public Health will act as the County's Master Agreement Program Director and will provide overall direction and oversight of the day-to-day administration of the Master Agreements.

Public Health will be responsible for evaluating any additional SOQs, which will add to the pool of pre-qualified vendors that have demonstrated relevant experience and capacity to provide temporary personnel services. Approval of a Master Agreement does not guarantee a contractor any minimum amount of business. The County only incurs an obligation as individual MAWOs are issued.

Public Health, DHS, and DMH Programs Utilization of the Master Agreement

As needed, each Health Department will issue its own WOS to all qualified vendors with an executed Master Agreement for As-Needed Temporary Personnel Services. Each WOS shall include a Statement of Work and Scope of Work describing in detail the project and work required for the performance thereof, guidance on WOS responsive pricing, submission requirements, and selection criteria. The Departments will evaluate responses and, unless otherwise specified in the WOS, select the lowest cost, qualified bid responding to the requirements of the WOS. Each WOS will be reviewed by County

Counsel. Each Department will administer and monitor the MAWOs resulting from its WOSs.

The proposed Master Agreements will continue to be utilized as needed, to recruit a wide variety of programmatic and technical staff to address unplanned surges in demand, new grants or augmentations to grants and emergent initiatives and other programmatic changes.

Exhibit I has been reviewed and approved by County Counsel. Attachment A is a list of recommended contractors. Attachment B is the contracting opportunity announcement posted on the County website. Attachment C is the Community Business Enterprise Information Summary for the recommended vendors.

CONTRACTING PROCESS

On July 20, 2021, Public Health, in collaboration with DHS and DMH, released RFSQ #2021-003 for as-needed temporary personnel services with an initial deadline of August 16, 2021 to submit a SOQ.

This contracting opportunity was posted on the County of Los Angeles website, as well as on Public Health's Contracts and Grants website. In addition, a one-page contracting opportunity announcement flyer (Attachment B) was sent by electronic mail to all eligible Public Health vendors currently providing temporary personnel services under a contract with Public Health, as well as to vendors that expressed interest in providing temporary personnel services.

By August 16, 2021, the initial SOQ deadline, 11 vendors submitted SOQs in response to the RFSQ. As per the RFSQ, Public Health conducted a review of all 11 SOQs. Of the 11 SOQs, one was disqualified and deemed non-responsive to the RFSQ upon determination that they did not meet the minimum mandatory qualifications, one vendor was acquired by another agency prior to the conclusion of the evaluation process and was asked to resubmit their SOQ under the new agency, and nine vendors were determined to be qualified. Consequently, Public Health is recommending that the Board approve execution of nine Master Agreements.

Once the Master Agreements have been fully-executed, each Health Department will notify its programs of the availability of the Master Agreements and the procedures for their use.

In accordance with the solicitation process, the RFSQ will remain open throughout the duration of the Master Agreement term, unless sooner closed via an addendum to the RFSQ, thereby allowing new SOQs to be submitted. Subject to meeting the minimum requirements in the RFSQ, additional qualified vendors will be offered a Master Agreement if it serves the best interest of the County.

COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
List of Qualified Vendors Recommended for
As-Needed Temporary Personnel Services Master Agreements

Vendor's Name	
1	22nd Century Technologies, Inc.
2	Healthcare Staffing Professionals, Inc.
3	Infojini, Inc.
4	JENN International, Inc. dba JENN International Personnel Agency
5	Partners In Diversity, Inc.
6	R.L. Klein & Associates
7	Ro Health, Inc.
8	Superb Tech, Inc.
9	Tryfacta, Inc.



CONTRACTING OPPORTUNITY*

BID NUMBER: 2021-003

BID TITLE: Request for Statement of Qualifications
for As-Needed Temporary Personnel Services

*Visit websites indicated below for additional information and updates.

RELEASE/OPEN DATE: July 20, 2021

INITIAL CLOSING/DUE DATE: August 16, 2021

CLOSING/DUE DATE: Open Continuous

The County of Los Angeles Department of Public Health (Public Health) is pleased to announce the release of a Request for Statement of Qualifications (RFSQ) to secure a pool of qualified companies to enter into Master Agreements with Los Angeles County to provide as-needed temporary personnel services.

Minimum Mandatory Qualifications

Interested and qualified companies that meet the Minimum Mandatory Qualifications of the RFSQ are invited to submit a Statement of Qualifications by the closing/due date. Please click the Public Health link below to review the Minimum Mandatory Qualifications identified in Section 1.4, of the RFSQ.

Next Steps for Interested Vendors

- ✓ Register at <http://camisvr.co.la.ca.us/webven>
- ✓ Review this contracting opportunity solicitation document for additional information, requirements, submission information, and updates at:
 - <http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>
 - <http://publichealth.lacounty.gov/cg/index.htm>

**COUNTY OF LOS ANGELES - DEPARTMENT OF PUBLIC HEALTH
AS-NEEDED TEMPORARY PERSONNEL SERVICES RFSQ #2021-003**

COMMUNITY BUSINESS ENTERPRISE (CBE) INFORMATION SUMMARY

FIRM / ORGANIZATION INFORMATION	22nd Century Technologies, Inc.	Healthcare Staffing Professionals, Inc.	Infojini, Inc.	JENN International Personnel Agency	Partners In Diversity, Inc.	RL Klein & Associates	Ro Health, Inc.	Superb Tech Inc.	Tryfacta, Inc.	TOTAL
Total Number of Employees in Firm	2700	20	82	41	8	8	107	4	140	3,110
Business Structure	Corporation	Corporation	Corporation	Corporation	Corporation	Corporation	Corporation	Corporation	Corporation	
Owners/Partner/Associate Partners										
Black/African American		2						1		3
Hispanic/Latin American					1					1
Asian or Pacific Islander			1						1	2
American Indian	3									3
Filipino				4						4
White					1	1	1			3
Unspecified										-
Total	3	2	1	4	2	1	1	1	1	16
Female (should be included in counts above and also reported here separately).	1	0	0	1	2	0	0	1	1	6
Managers										
Black/African American	199		3						10	212
Hispanic/Latin American	32	2			1		2	1	5	43
Asian or Pacific Islander	53	1	1				1		18	74
American Indian	4		3						7	14
Filipino	3			2						5
White	337	1	2			1	10			351
Unspecified	25						20		14	59
Total	653	4	9	2	1	1	33	1	54	758
Female (should be included in counts above and also reported here separately).	378	1	5	2	1	1	11	1	21	421
Staff										
Black/African American	727		6	10	1		6		17	767
Hispanic/Latin American	140	8	9	5	2		4	2	26	196
Asian or Pacific Islander	178	2	10	1	1		10		10	212
American Indian	16		17						9	42
Filipino	6	2	7	18						33
White	894	2	23	1	1	6	29			956
Unspecified	83						24		23	130
Total	2044	14	72	35	5	6	73	2	85	2,336
Female (should be included in counts above and also reported here separately).	1088	13	37	22	5	4	49	0	34	1,252
Percentage of Ownership										
Black/African American		100%						100%		
Hispanic/Latin American					50%					
Asian or Pacific Islander			100%						100%	
American Indian	100%									
Filipino				100%						
White					50%	100%	100%			
Unspecified										
Total	100%	100%	100%	100%	100%	100%	100%	100%	100%	
Female (should be included in counts above and also reported here separately).	22%	0%	0%	97%	100%	0%	0%	100%	100%	
Current Certification as Minority, Women,										
Minority	X	X	X	X					X	
Women				X	X			X	X	
Disadvantaged					X					
Disabled Veteran						X				
Other								X		
County Certification										
Local Small Business Enterprise		X			X	X		X	X	
Social Enterprise										
Disabled Veteran Business Enterprise						X				
Other Certifying Agency										

Figures are based on information provided by Vendors in their Statement of Qualifications.

Community Based Enterprise Program information as reported by the recommended vendors is identified in Attachment C. The vendors were selected without regard to gender, race, creed, color, or national origin for award of a Master Agreement.

IMPACT OF CURRENT SERVICES (OR PROJECTS)

Establishing of Master Agreements with pre-qualified vendors to provide as-needed temporary personnel services will simplify the solicitation and contracting process for the Departments that require these services. Approval of the recommended actions will enable the Departments to perform at a more efficient and effective level and provide timely services for the residents of Los Angeles County.

Respectfully submitted,

Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director
Department of Public Health

Christina R. Ghaly, M.D.
Director
Department of Health Services

BF:lr
#05939

Enclosures

Jonathan E. Sherin, M.D., Ph.D.
Director
Department of Mental Health

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Department of Health Services
Department of Mental Health

BOARD LETTER FACT SHEET

Agenda Review Date:

Board Meeting Date:

Sup. Dist. / SPA No.:

DEPARTMENT:

SUBJECT:

I. PUBLIC BENEFIT (precise description, mandated or non-mandated)

II. RECOMMENDED ACTIONS (summarized)

III. COST AND FUNDING SOURCES

Cost:

Funding:

IV. BACKGROUND (critical and/or insightful)

V. POTENTIAL ISSUE(S)

VI. DEPARTMENT & COUNTY COUNSEL CONTACTS



BARBARA FERRER, Ph.D., M.P.H., M.Ed.
Director

MUNTU DAVIS, M.D., M.P.H.
County Health Officer

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Chief Deputy Director

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www.publichealth.lacounty.gov



BOARD OF SUPERVISORS

Hilda L. Solis
First District

Holly J. Mitchell
Second District

Sheila Kuehl
Third District

Janice Hahn
Fourth District

Kathryn Barger
Fifth District

October 26, 2021

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL TO EXECUTE AN AMENDMENT TO A RELATED MASTER
AGREEMENT WITH CONTRACTOR, AND EXECUTE ONE MASTER AGREEMENT
WORK ORDER FOR THE PROVISION OF TEMPORARY PERSONNEL SERVICES
TO SUPPORT THE ENDING THE HIV EPIDEMIC PROJECT FOR THE PERIOD OF
NOVEMBER 1, 2021 THROUGH OCTOBER 31, 2023
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval to execute an amendment to a related Master Agreement with Healthcare Staffing Professionals, Inc. and execute a Master Agreement Work Order for the provision of Temporary Personnel Services to support the Ending the HIV Epidemic Project implemented by the Department of Public Health (Public Health) Division of HIV and STD Programs.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Authorize and Instruct the Director of Public Health, or designee, to execute an amendment to Temporary Personnel Services Master Agreement (MA) Number PH-003797 with Healthcare Staffing Professionals, Inc., substantially similar to Exhibit I, to extend the term of the MA through October 31, 2023.

2. Authorize and instruct the Director of Public Health, or designee, to execute a competitively solicited Master Agreement Work Order (MAWO), substantially similar to Exhibit II, with Healthcare Staffing Professionals, Inc., for the provision of temporary personnel services to support Public Health's Division of HIV and STD Programs (DHSP) Ending the HIV Epidemic (EHE) Initiative, effective upon execution for the period of November 1, 2021 through October 31, 2023, at a total maximum obligation not to exceed \$3,000,399; fully offset by federal grant funds received from the Centers for Disease Control and Prevention (CDC) and the Health Resources and Services Administration (HRSA) for the recently launched national initiative, EHE: A Plan for America.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of Recommendation 1 will allow Public Health to amend the current MA for Temporary Personnel Services with Healthcare Staffing Professionals, Inc. to extend the term through October 31, 2023, effective upon date of execution, to allow for execution of a MAWO under this MA for a term that goes beyond the current MA term of February 28, 2023.

Approval of Recommendation 2 will allow Public Health to execute a MAWO with Healthcare Staffing Professionals, Inc., as a result of a competitive Work Order Solicitation process for Public Health's Temporary Personnel Services for EHE in Los Angeles County, to provide up to 16 temporary personnel to support the EHE initiative. These personnel will help implement the EHE strategies and provide the day-to-day operation of the four key EHE Pillars (determined by federal partners), to: 1) diagnose people with HIV as early as possible, 2) treat people with HIV quickly and effectively, 3) prevent new HIV diagnoses, and 4) respond to HIV outbreaks to engage people in HIV prevention or treatment services as quickly as possible.

Approval of Recommendation 2 will also allow Public Health to fully implement EHE activities defined in the EHE Plan (approved by federal funders) focused on supporting a number of assessment areas (surveillance infrastructure, HIV testing infrastructure, pre-exposure prophylaxis patterns for high risk populations, mental health landscape, feasibility of routine opt-out HIV testing, partner services hotline, and community acceptance of recency testing); Recency testing, as part of HIV surveillance efforts, is a laboratory-based test that detects whether an HIV infection is recent, i.e., less than six months or not. In addition, temporary personnel positions would support linkage to and retention in high quality HIV care and ensure timely access to HIV treatment and other support services (e.g., substance use disorders services) as needed. The 16 temporary personnel will support the necessary staffing to develop, implement, monitor, and evaluate new program strategies in accordance with federal, State, and local guidance for the EHE Initiative. The implementation and success of EHE strategies are time-sensitive, given the federal initiative was launched in 2020 with a 5-year goal of reducing HIV by 75% by 2025. It is imperative qualified staff are brought on immediately to fulfill grant requirements and be responsive to community needs of persons living with and affected by HIV/AIDS.

Implementation of Strategic Plan Goals

The recommended actions support Strategy I.2, Enhance Our Delivery of Comprehensive Interventions, of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

The total maximum obligation of this MAWO is \$3,000,399 for the period of November 1, 2021 through October 31, 2023; fully offset by federal grant funds received from the CDC and HRSA for the recently launched national initiative, EHE: A Plan for America.

There is no net County cost associated with this action. Funding is included in Public Health's Recommended Budget for fiscal year (FY) 2021-22 and will be included in future FYs as necessary.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Both the CDC and HRSA EHE activities focus on comprehensive HIV programs that complement existing programs, designed to support ending the HIV epidemic efforts by leveraging powerful data, tools, and resources to reduce new HIV infections by 75% in five years. The national EHE activities focus on addressing four goals:

- 1) Reducing new HIV transmissions;
- 2) Increasing access to care and improving health outcomes for people with HIV;
- 3) Reducing HIV-related health disparities and health inequities; and
- 4) Achieving a more coordinated national response to ending HIV.

In order to be responsive to the required EHE grant deliverables and implement innovative strategies to curb the HIV epidemic by 2025, Public Health will need to hire qualified temporary staff to implement local EHE activities.

On April 5, 2016, your Board approved the execution of Master Agreements with six agencies for the provision of as-needed temporary personnel services and delegated authority to the Director of Public Health, or designee, to execute MAWOs under the Master Agreement with the following criteria for each MAWO: a) \$399,999 or less annually, Public Health will notify your Board of the MAWO once approved by County Counsel; b) \$400,000 to \$699,999 annually, upon approval from County Counsel, Public Health will provide two weeks advance written notice to your Board and, unless otherwise instructed, will execute the MAWO; and c) \$700,000 or more annually, Public Health will return to your Board for approval.

Subsequently, Public Health exercised delegated authority to execute four additional Master Agreements for the provision of as-needed temporary personnel services with vendors who had been identified and selected through the RFSQ process, increasing the pool of qualified vendors to ten.

County Counsel has reviewed and approved Exhibit I and Exhibit II as to form.

CONTRACTING PROCESS

On September 7, 2021, Public Health released a Temporary Personnel Services Work Order Solicitation for EHE (TEMP-WOS-128) to the nine Public Health Temporary Personnel Master Agreement Contractors qualified to provide temporary personnel services. Responses to the WOS were due to Public Health on September 28, 2021.

A request for a Solicitations Requirements Review (SRR) and Bidder's written questions were due by September 14, 2021. There were no requests for an SRR.

Public Health received five bids by the submission deadline. No bids were received late or disqualified. The successful Bidder, Healthcare Staffing Professionals, Inc., met all the requirements and submitted the lowest cost responsive bid.

Two bidders requested the Local Small Business Enterprise preference program consideration. Each met the required criteria and was granted the preference.

No transmittal to request a Proposed Contractor Selection Review were received by the deadline. On October 7, 2021, the selected bidder was notified.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will allow Public Health to continue the implementation of key strategies tied to EHE that will benefit persons at risk for and living with HIV in Los Angeles County.

Respectfully submitted,

Barbara Ferrer, Ph.D., M.P.H., M.Ed.
Director

BF:vm

Enclosure(s)

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors