

**COUNTY OF LOS ANGELES**

MARVIN J. SOUTHARD, D.S.W.  
Director  
ROBIN KAY, Ph.D.  
Chief Deputy Director  
RODERICK SHANER, M.D.  
Medical Director



BOARD OF SUPERVISORS  
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**DEPARTMENT OF MENTAL HEALTH**

<http://dmh.lacounty.gov>

550 SOUTH VERMONT AVENUE, LOS ANGELES, CALIFORNIA 90020

Reply To: (213) 738-4601  
Fax: (213) 386-1297

June 14, 2011

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:

**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

#33 JUNE 14, 2011

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

**REQUEST APPROVAL TO AMEND 30 LEGAL ENTITY AGREEMENTS  
TO ADD CALIFORNIA WORK OPPORTUNITY AND  
RESPONSIBILITY TO KIDS FUNDING FOR MENTAL HEALTH SERVICES  
FISCAL YEAR 2011-12**

**SUBJECT**

Request approval to amend 30 existing Legal Entity Agreements to add California Work Opportunity and Responsibility to Kids funding to continue mental health services without interruption on a month-to-month basis for six months for Fiscal Year 2011-12.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign, and execute Amendments, substantially similar in format to Attachment A, to add California Work Opportunity and Responsibility to Kids (CalWORKs) funding to 30 existing Legal Entity (LE) Agreements of contract providers that provide CalWORKs services, as listed in Attachment B, in order to continue providing mental health services on a month-to-month basis not to exceed six months beginning July 1, 2011 through December 31, 2011.
2. Delegate authority to the Director, or his designee, to prepare, sign, and execute future amendments to these LE Agreements and establish as a new Maximum Contract Amount (MCA), the aggregate of the original agreement and all amendments; and to further amend these LE Agreements as necessary, including providing time extensions if funding is available provided that:
  - 1) the County's total payments to the contract providers for each fiscal year will not exceed an increase of 20 percent from the last Board-approved MCA; 2) any such increase will be used to

provide additional services or to reflect program or Board policy changes; 3) your Board has appropriated sufficient funds for all changes; 4) approval of County Counsel, or designee, is obtained prior to any such amendments; 5) County and contract providers may by written amendment reduce programs or services without reference to the 20 percent limitation and revise the applicable MCA; and 6) the Director notifies your Board and the Chief Executive Officer (CEO) in writing within 30 days after execution of each amendment.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Board approval is required to execute Amendments to 30 existing CalWORKs LE Agreement contract providers to continue their CalWORKs funding and to avoid interruption in services. The Department of Mental Health (DMH) is currently working through the Request for Proposal (RFP) process for selection of service providers, which has been protested by a number of proposers. The Amendments will allow DMH time to work through the next level of the protest process, the Proposed Contractor Selection Review (PCSR). Finalization of negotiations with selected proposers is pending the conclusion of the PCSR.

### **Implementation of Strategic Plan Goals**

The recommended actions support the County's Strategic Plan Goal 4, Health and Mental Health.

### **FISCAL IMPACT/FINANCING**

The funding to add the additional CalWORKs allocation for 30 existing LE Agreements is through an Intrafund Transfer from the Department of Public Social Services (DPSS) in the amount of \$6,580,700. Funding is included in DMH's FY 2011-12 Recommended Budget.

The disbursement of funds to the 30 existing LE Agreements will be based upon submitted claims for mental health services provided to CalWORKs recipients. The CalWORKs allocation will not be included in the contract service providers' Cash Flow Advance.

There is no net County cost.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The request for the addition of CalWORKs allocation will allow DMH to address the appeals and complete its contract negotiation process for the RFP. Current contract providers of CalWORKs services will be able to continue providing the necessary services without interruption and the Department will meet the State requirements regarding the allocation of CalWORKs funding within Los Angeles County. The extended CalWORKs funding will not be included when computing the 20 percent increase allowed over the last applicable Board-approved MCA.

Through the amendment process, DMH will provide \$6,580,700 in CalWORKs funds to contract providers in order to establish the service capacity that will enable them to expedite implementation of the CalWORKs programs. The amount available for each agency is detailed in Attachment B.

The Amendment format has been approved as to form by County Counsel. The CEO has reviewed the proposed actions. DMH will continue to supervise and monitor Contractors' adherences to the LE Agreements' provisions, DMH policies, and performance outcomes.

### **CONTRACTING PROCESS**

On January 11, 2010, DMH issued an RFP to provide CalWORKs mental health supportive services. The issuance of the RFP was in accordance with State requirements regarding the allocation of CalWORKs funding within Los Angeles County. The RFP was distributed to agencies on the Departmental Bidders list which included minority agencies. Announcements were published in local community and ethnic newspapers as well as DMH's own Internet site.

On February 2, 2010, DMH held a mandatory bidders' conference that was attended by 170 people, representing 106 agencies. DMH received 54 complete proposals by February 23, 2010. Seven panels, comprised of individuals representing the Department of Public Health, DPSS and DMH, met to review and evaluate the proposals' program components on a standard evaluation scale. After notification of the RFP results, 21 debriefings were requested by 15 agencies, some of whom submitted proposals for multiple service areas. After completing the 21 requested debriefings, four agencies requested PCSRs in five different service areas. To allow for the protest process, your Board approved two additional six-month extensions for existing CalWORKs providers to continue services without interruption.

The final award recipients are to be determined during the extension period of July 1, 2011 through December 31, 2011. Should any of the existing 30 LE contract providers not be awarded CalWORKs funds as a result of the RFP process, those contract providers will be given 30 days to transition their existing CalWORKs participants to those successful CalWORKs awardees under contract with DMH. The RFP process and protest requirements prevented DMH from completing the RFP solicitation process before the beginning of the new contract term on July 1, 2011. The Department will return to your Board to request authority to award CalWORKs funding contracts to the successful proposers.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The 30 LE contract providers have existing agreements with DMH, and the addition of CalWORKs funding to these contract service providers is being requested to continue providing services without interruption, pending DMH's completion of the RFP process.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mg Southard". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

MARVIN J. SOUTHARD, D.S.W.  
Director of Mental Health

MJS:CW:DD:RK

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Director, Public Social Services  
Chairperson, Mental Health Commission

CONTRACT NO. MH120

AMENDMENT NO. \_\_\_\_\_

THIS AMENDMENT is made and entered into this \_\_\_ day of \_\_\_\_\_ 2011, by and between the COUNTY OF LOS ANGELES (hereafter "County") and \_\_\_\_\_ (hereafter "Contractor").

WHEREAS, County and Contractor have entered into a written Agreement, dated \_\_\_\_\_, identified as County Agreement No. MH120, and any subsequent amendments (hereafter collectively "Agreement"); and

WHEREAS, County and Contractor intend to amend Agreement only as described hereunder; and

WHEREAS, County and Contractor intend to amend Agreement to **add** California Work Opportunity and Responsibility To Kids (CalWORKs) funding in this Agreement on a month-to-month basis for the six months of Fiscal Year (FY) 2011-12, beginning July 1, 2011 through December 31, 2011 to allow contract negotiations to be finalized for the CalWORKs solicitation process; and

WHEREAS, County and Contractor intend to amend Agreement that any Cash Flow Advances for these CalWORKs funding allocations will not be included in the Contractor's Agreement; and

WHEREAS, for FY 2011-12 only, the CalWORKs six-month funding allocation shall not exceed the FY 2011-12 allowable CalWORKs Maximum Program Amount of \$ \_\_\_\_\_ and

WHEREAS, for FY 2011-12 only, the Maximum Contract Amount (MCA) shall be increased by \$\_\_\_\_\_, with a revised MCA of \$\_\_\_\_\_.

NOW, THEREFORE, County and Contractor agree that Agreement shall be amended only as follows:

1. Financial Exhibit A (FINANCIAL PROVISIONS), Attachment II, Paragraph C (Reimbursement for Initial Period) shall be deleted in its entirety and the following substituted therefore:

“C. REIMBURSEMENT FOR INITIAL PERIOD

(1) The Maximum Contract Amount for the Initial Period of this Agreement as described in Paragraph 1 (TERM) of the Legal Entity Agreement shall not exceed \_\_\_\_\_ DOLLARS (\$\_\_\_\_\_) and shall consist of Funded Programs as shown on the Financial Summary.”

2. Financial Summary for FY 2011-12, shall be deleted in its entirety and replaced with Financial Summary -\_\_for FY 2011-12 attached hereto and incorporated herein by reference. All references in Agreement to Financial Summary for FY 2011-12 shall be deemed amended to state “Financial Summary -\_\_\_\_\_ for FY 2011-12.”
3. Contractor shall provide services in accordance with the Contractor’s FY \_\_\_\_\_ Negotiation Package for this Agreement and any addenda thereto approved in writing by Director.
4. Except as provided in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment to be subscribed by County's Director of Mental Health or his designee, and Contractor has caused this Amendment to be subscribed in its behalf by its duly authorized officer, the day, month, and year first above written.

COUNTY OF LOS ANGELES

By \_\_\_\_\_  
MARVIN J. SOUTHARD, D.S.W.  
Director of Mental Health

\_\_\_\_\_  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_  
(AFFIX CORPORATE SEAL HERE)

APPROVED AS TO FORM:  
OFFICE OF THE COUNTY COUNSEL

APPROVED AS TO CONTRACT  
ADMINISTRATION:

DEPARTMENT OF MENTAL HEALTH

By \_\_\_\_\_  
Chief, Contracts Development  
and Administration Division

CalWORKs – 2011-12 –mo-to-mo extension (third)

COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH  
 CONTRACTORS ALLOCATION  
 CALWORKS  
 FY 2011/12

Attachment B

	Org Code	Legal Entity Name	SIX MONTHS ALLOCATION
1	23125	1736 Family Crisis Center	\$ 112,500
2	23103	ALMA Family Services	258,600
3	23165	Child and Family Center (Santa Clarita)	269,300
4	23162	Child and Family Guid CTR (SFV Child)	145,000
5	23112	Children's Hospital of Los Angeles	197,500
6	18663	Children's Institute International	75,000
7	23173	Amanecer (Community Counseling Service)	192,200
8	23114	Community Family Guidance Center	75,000
9	21574	D'Veal Corporation	70,000
10	23116	Didi Hirsch Psychiatric Service	482,450
11	23119	El Centro De Amistad, Inc.	110,000
12	27597	EHA dba SHARE	44,500
13	23122	ENKI Health and Research	512,000
14	23157	The Guidance Center (Greater Long Beach)	172,500
15	23133	Hillview Mental Health Center	62,500
16	27529	IMCES	120,000
17	20906	Intercommunity Child Guidance	100,000
18	23136	Kedren CHC	150,000
19	23138	L A Center For Therapy and Education (Help Group)	102,350
20	23141	Los Angeles Child Guidance Clinic	325,000
21	23149	National Foundation (Penny Lane Centers)	212,500
22	23153	Pacific Clinics / Portal	1,222,200
23	27210	Prototypes	265,000
24	23163	San Fernando Valley CMHC	356,000
25	18638	SHIELDS for Families Project, Inc.	136,150
26	18626	South Central Health & Rehabilitation	332,500
27	23170	Special Service For Groups	125,000
28	23187	Stirling Academy, Incorporated	149,950
29	27248	United American Indian Involvement	30,000
30	18618	Pacific Asian Counseling Service (WRAP Family Services)	175,000
		TOTAL	\$ 6,580,700