

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

May 21, 2013

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

31 May 21, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**APPROVAL TO EXTEND A SOLE SOURCE SERVICES AGREEMENT WITH MENTAL HEALTH
ADVOCACY SERVICES, INC., FOR THE FIRST SIX MONTHS OF FISCAL YEAR 2013-14
(ALL SUPERVISORIAL DISTRICTS)
(3 VOTES)**

SUBJECT

Request approval to extend the existing sole source services agreement with Mental Health Advocacy Services, Inc., to provide continued assistance to mental health clients with filing applications for financial benefits, and to provide advocacy services for families in need of Special Education services from public schools, on a month-to-month basis for the first six months of Fiscal Year 2013-14.

IT IS RECOMMENDED THAT THE BOARD:

1. Approve and authorize the Director of Mental Health (Director), or his designee, to prepare, sign, and execute an Amendment, substantially similar to the attached format, with Mental Health Advocacy Services, Inc. (MHAS), to extend the contract for the first six months of Fiscal Year (FY) 2013-14, on a month-to-month basis for the period of July 1, 2013, through December 31, 2013. Each monthly extension will be in the amount of \$33,741. The Total Compensation Amount (TCA) for six monthly extensions will not exceed \$202,450, funded by Sales Tax Realignment revenue.
2. Delegate authority to the Director, or his designee, to prepare, sign, and execute future amendments to the Services Agreement, as necessary, to reduce programs or services, purchase additional services of the same type described in the Agreement, or reflect program and/or Board policy changes provided that: 1) the County's total payments under this Agreement for the applicable fiscal year does not exceed an increase of 10 percent from the last Board-approved TCA; 2)

sufficient funds are available in the approved FY 2013-14 Final Adopted Budget for any increases in compensation; 3) approval as to form by County Counsel is obtained prior to execution of such amendments; and 4) the Director notifies your Board and Chief Executive Officer of amendments in writing within 30 days after execution of each amendment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Board approval of the monthly extensions will enable MHAS to continue providing essential benefit establishment assistance and advocacy services without interruption for both the severely and persistently mentally ill adults, and children with Special Education needs.

As DMH proceeds with completion of the RFP process, approval is requested from your Board to authorize month-to-month extensions from July 1, 2013, through December 31, 2013, with MHAS to provide a continuation of services during the final stages of the RFP appeal process.

Implementation of Strategic Plan Goals

The recommended actions support the County's Strategic Plan Goal 3, Integrated Services Delivery.

FISCAL IMPACT/FINANCING

The total estimated cost of the increase in MHAS TCA for six monthly extensions beginning July 1, 2013, through December 31, 2013, will not exceed \$202,450, and is fully funded with Sales Tax Realignment revenue. Funding for this Agreement is included in DMH's FY 2013-14 Recommended Budget.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On December 4, 2012, your Board approved a six-month extension beginning January 1, 2013, through June 30, 2013, for FY 2012-13. During this extension, DMH completed the evaluation of the proposals and notified the proposers of the RFP results. DMH is seeking your Board approval to amend the existing contractor's term for MHAS on a month-to-month basis to prevent an interruption in services, pending the completion of the RFP appeal process.

The Amendment has been approved as to form by County Counsel. DMH will continue to supervise and monitor the Contractor's adherences to the Agreement's provisions to ensure that quality services are provided to clients.

CONTRACTING PROCESS

On March 12, 2012, DMH released the RFP - Benefits Establishment Assistance and Advocacy Services Program to identify agencies that could provide advocacy services for mental health clients. After completing the evaluation process on June 14, 2012, the scores determined that Health

Advocates was the most successful proposer providing adequate responses to the RFP. MHAS, who submitted a proposal, requested for a formal debriefing.

On November 13, 2012, a debriefing was conducted with MHAS. After the debriefing, MHAS requested advancement to the next stage of the protest process, the Proposed Contractor Selection Review. DMH will return to your Board to request authorization to award and execute an advocacy services agreement with the prospective contractor, upon conclusion of the RFP appeal process. The selected awardee, under this RFP, will begin rendering services for a three-year term prior to the end of calendar year 2013.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Board approval of the proposed actions will ensure that access to benefits for mentally and developmentally disabled clients will continue without interruption, pending DMH's completion of the RFP process.

Respectfully submitted,



MARVIN J. SOUTHARD, D.S.W.

Director of Mental Health

MJS:MM:CW

RK:do

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors
Chairperson, Mental Health Commission

AMENDMENT NO. ____

THIS AMENDMENT is made and entered into this ____ day of ____, 2013, by and between the COUNTY OF LOS ANGELES (hereafter "County") and Mental Health Advocacy Services, Inc. (hereafter "Consultant").

WHEREAS, County and Consultant have entered into a written Agreement, dated June 9, 2010, identified as County Agreement No. MH190076, (hereafter collectively "Agreement"); and

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

WHEREAS, for FY 2013-14, County and Consultant intend to amend Agreement to extend the term of this Agreement for six months of FY 2013-14, on a month to month basis, beginning **July 1, 2013** through **December 31, 2013**, to allow for the completion of the Request for Proposals (RFP) solicitation process for mental health advocacy services; and

WHEREAS, the Total Compensation Amount (TCA) for FY 2013-14 to cover the six monthly extensions period shall be \$202,450; and

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

1. For FY 2013-14, County and Consultant amend Agreement to extend the term of the Agreement for six months, on a month to month basis, beginning July 1, 2013

through December 31, 2013, to allow for the completion of the RFP solicitation process. For FY 2013-14, the TCA shall be \$202,450.

- 2. Exhibit B-4 (Fee Schedule) shall be revised and replaced with Exhibit B-5 (Fee Schedule), attached hereto and incorporated herein by reference.
- 3. 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 Consultant has caused this Amendment to be subscribed on its behalf by its duly authorized officer, on the day, month, and year first above written.

COUNTY OF LOS ANGELES

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

Mental Health Advocacy Services, Inc.
CONTRACTOR

By _____

Name James Preis

Title Executive Director
(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

**MENTAL HEALTH ADVOCACY SERVICES
FISCAL YEAR 2013-14
FIRST SIX MONTHS
MONTH-TO-MONTH EXTENSION**

BUDGET

Exclusively for Fiscal Year 2013-14 only (July 1, 2013 to December 31, 2013)

I.	PERSONNEL PLUS EMPLOYEE BENEFITS	\$ 175,150
II.	SERVICES AND SUPPLIES	11,050
III.	EQUIPMENT- Lease and Maintenance	3,000
IV.	OFFICE RENTAL	<u>13,250</u>
	Total Compensation Amount (TCA during extension period)	<u>\$202,450</u>

Contractor may only adjust up a maximum of ten percent (10%) of the dollar amount of any of the above line items without prior approval of the Director, provided that any increase in any line item shall be offset by a corresponding decrease in another area (I, II, III or IV). Any other changes in this budget require written approval by the Director. In no event shall any such adjustment result in any increase in the dollar amount as indicated as Total Compensation Amount (TCA during the extension period).