



LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH
550 S. VERMONT AVE., LOS ANGELES, CA 90020 HTTP://DMH.LACOUNTY.GOV



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

May 20, 2014

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

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

27 May 20, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**APPROVAL TO EXTEND A SOLE SOURCE SERVICES AGREEMENT WITH MENTAL HEALTH
ADVOCACY SERVICES, INC., FOR THE FIRST SIX MONTHS OF FISCAL YEAR 2014-15
(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 2014-15.

IT IS RECOMMENDED THAT THE BOARD:

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) 2014-15, on a month-to-month basis for the period of July 1, 2014, through December 31, 2014. Each monthly extension shall not exceed 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.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow DMH to continue the Benefits Establishment

Assistance and Advocacy Services (BEAA) Request for Proposals (RFP) protest process with the incumbent contractor, MHAS. DMH completed the second level of the protest process on February 5, 2014. MHAS requested the next and final stage of the solicitation protest process, the County Review Panel (CRP) on February 20, 2014.

Board approval of the month-to-month extension from July 1, 2014, to December 31, 2014, is requested to allow time for DMH to complete the CRP appeal process and 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.

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, 2014, through December 31, 2014, will not exceed \$202,450 funded by Sales Tax Realignment revenue. Funding for this Agreement is included in DMH's FY 2014-15 Recommended Budget.

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

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On December 3, 2013, your Board approved a six-month extension beginning January 1, 2014, through June 30, 2014, for FY 2013-14. During this extension period, DMH completed the Proposed Contractor Selection Review (PCSR) protest process. Subsequently, MHAS requested for the CRP appeal process.

While the CRP is in progress, DMH is seeking your Board's approval to amend the existing contract term with MHAS on a month-to-month basis to prevent an interruption in services, pending the completion of the CRP protest 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.

Additionally, program requirements related to training and advocacy for families of children in need of Special Education services have significantly changed the role and participation of DMH in serving Special Education programs and their students over the years, such as the end of AB 3632. DMH is evaluating the possibility of reducing or eliminating such services from the scope of work and/or bringing these services in-house. During the next six months, DMH will determine an appropriate course of action and amend the agreement accordingly, if needed.

CONTRACTING PROCESS

On March 12, 2012, DMH released the RFP for BEAA Services Program to solicit bids from agencies that could provide advocacy services for mental health clients. DMH received proposals from two agencies – MHAS and Health Advocates. After completing the evaluation process on June 14, 2012, Health Advocates was the successful proposer and DMH recommended a contract with Health Advocates. Simultaneously, MHAS challenged the outcome of the evaluation process and requested a formal debriefing.

Following the Debriefing session on November 13, 2012, MHAS requested a PCSR. A Review Panel consisting of three members reviewed the assertions by MHAS to determine whether they were valid based on the four criteria stated in the PCSR instructions. The Review Panel submitted a written summary of the review findings to DMH's Contracts Development and Administration Division (CDAD). Subsequently, CDAD forwarded the findings from the Review Panel to County Counsel for review. The result of the PCSR process was mailed to the Executive Director of MHAS on February 5, 2014. The Review Panel determined that MHAS did not demonstrate that any identifiable mathematical or other errors were made in the evaluation process. Furthermore, MHAS did not demonstrate that the Department materially failed to follow procedures specified in its solicitation document. As such, MHAS was informed that in the event that they were not satisfied with the PCSR results, a CRP may be requested by February 20, 2014. Subsequently, MHAS submitted a request for the CRP by the deadline.

Currently, the CRP is in progress. DMH will return to your Board to request authorization to award and execute an advocacy services agreement with the selected proposer as determined at the conclusion of the RFP protest processes.

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.

The Honorable Board of Supervisors

5/20/2014

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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:MM:CW:RK:d

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Enclosures

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

AMENDMENT NO. 9

THIS AMENDMENT is made and entered into this ____ day of _____, 2014, 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 Fiscal Year (FY) 2014-15, County and Consultant intend to amend Agreement to extend the term of this Agreement for the first six months of FY 2014-15, on a month-to-month basis, beginning **July 1, 2014** through **December 31, 2014**, to allow for the completion of the Request for Proposals (RFP) solicitation process for mental health advocacy services; and

WHEREAS, the total monthly expenditures shall not exceed one sixth (1/6th) of FY 2014-15 allowable Total Compensation Amount (TCA) of \$33,741; and

WHEREAS, the TCA for FY 2014-15 to cover the first 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 2014-15, County and Consultant amend Agreement to extend the term of the Agreement for the first six months of FY 2014-15, on a month-to-month basis, beginning July 1, 2014 through December 31, 2014, to allow for the completion of the RFP solicitation process. The total monthly expenditures shall not exceed one sixth (1/6th) of the TCA in the amount of \$33,741.
2. Exhibit B-6 (Fee Schedule) shall be revised and replaced with Exhibit B-7 (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 2014-15
FIRST SIX MONTHS
MONTH-TO-MONTH EXTENSION**

BUDGET

Exclusively for Fiscal Year 2014-15 only (July 1, 2014 to December 31, 2014)

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>

The total monthly expenditures shall not exceed one sixth (1/6th) of the allowable TCA of \$33,741.

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 the TCA (TCA during the extension period).