

**MEMORANDUM  
PLACER COUNTY HEALTH AND HUMAN SERVICES  
Adult System of Care**

**TO:** Honorable Board of Supervisors

**FROM:** Richard J. Burton, M.D., M.P.H.  
Placer County Health Officer and Director of Health & Human Services  
Maureen F. Bauman, Director of Adult System of Care

**DATE:** August 7, 2012

**SUBJECT:** RFP Award and Contract for Transitional Employment Program

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**ACTION REQUESTED:**

The Board is requested to take the following actions:

1. Approve the award of a Request for Proposals (RFP) for Transitional Employment Program, and
2. Approve a contract with Advocates for Mentally Ill Housing in the amount of \$268,000 (100% State funded) from August 8, 2012 through June 30, 2014, and authorize the Director of Health and Human Services to sign subsequent amendments up to a cumulative total of 10% of the original contract amount, consistent with the current agreement's subject matter and Scope of Work.

**BACKGROUND:**

One of the requirements of the State's Mental Health Service Act (MHSA) is for counties to transform their mental health systems, in part by empowering and employing consumers. Through the MHSA Workforce Education and Training program, counties are developing career ladders for consumers and the mental health workforce, building an infrastructure that will improve service delivery and empower those who receive services. One such career ladder is the Transitional Employment Program, which includes a selected contractor to partner with the Adult System of Care (ASOC) to hire and supervise consumer employees (people with lived mental health experience) to work in public and private sector settings, including ASOC and the mental health field.

A Request for Proposals (RFP) was recently conducted to select a contractor to oversee the Transitional Employment Program. The Procurement Services Division sent notices, conducted a pre-proposal conference, and convened a five-member evaluation panel. The evaluation panel, facilitated by Procurement Services, was comprised of staff from the Adult and Children's Systems of Care, State Department of Rehabilitation, Placer Independent Resource Center, and a consumer from the local community.

Notices announcing the RFP were emailed to 48 firms and posted on Procurement's website. Nine firms reviewed the proposal prior to the due date. Advocates for Mentally Ill Housing, Inc. of Auburn, CA was the sole proposer. The evaluation panel reviewed this proposal and determined that the proposal was responsive to the needs of the County, and is recommending that a contract be awarded as a result of this review.

The contract was reviewed and recommended for approval by the Mental Health, Alcohol, and Drug Advisory Board at its regular meeting on July 20, 2012.

**FISCAL IMPACT:**

The total amount of this contract is \$268,000 for the 23-month contract term. Expenditures under this contract will total \$128,000 for FY 2012-13, and are funded through 100% State funding. No County General Fund match is required. These funds are included in the Department's FY 2012-13 Proposed Budget. The remainder will be included in the Department's FY 2013-14 Requested Budget.

This contract is on file with the Clerk of the Board for review.

