



**MEMORANDUM**  
**HEALTH AND HUMAN SERVICES**  
**ADMINISTRATIVE SERVICES**  
County of Placer

TO: Board of Supervisors

DATE: June 7, 2016

FROM: Jeffrey S. Brown, M.P.H., M.S.W., Director of Health and Human Services

SUBJECT: Resolution authorizing the Director of Health and Human Services to execute specified agreements.

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**ACTION REQUESTED**

Adopt a Resolution authorizing the Director of Health and Human Services to execute identified agreements up to a maximum amount of \$11,908,386 pursuant to the terms contained in the Resolution (HHS Annual Contract Resolution).

**BACKGROUND**

The Health and Human Services Department administers nearly 400 contractual agreements, with the majority requiring Board of Supervisors approval. In prior years, each contract was submitted individually for Board approval which created a significant workload on the part of HHS, County Counsel, CEO, and the Board of Supervisors. To address this issue, a single Resolution was implemented to minimize County workload while allowing for the negotiation and approval of dozens of agreements with oversight from CEO, County Counsel, and Risk Management.

The single Resolution process has been a time-saving arrangement first approved by your Board on October 23, 2001, and has been successfully utilized over the past 15 years. It is estimated that \$35,000 in staff time will be saved by approving these 62 agreements in one Board action. However, approval of this Resolution in no way obligates the County to move forward with any individual contract agreement should funding or other circumstances change.

These agreements provide a variety of vital and often mandated services to the community and residents, including veterinary services, AIDS/HIV counseling services, inpatient psychiatric services, substance use disorder services, and adoption planning services. The following criteria were used to select these expenditure agreements:

- Recurring agreements with an annual contract amount of less than \$400,000 each.
- Agreements which were originally approved as stand-alone items by the Board of Supervisors.
- Agreements to be executed with effective beginning dates during FY 2016-17.
- Agreements that do not currently require a competitive bid/proposal process.

The Annual Contract Resolution, which identifies specific expenditure contracts to renew, is structured the same as this portion of the combined "Super Reso" in the past. It provides for a potential change of no more than 10 percent on expenditure agreements to allow for possible changes in normal operational costs within the existing scope of services. The Contract Resolution provides that the execution of any agreement is subject to prior approval by CEO, Risk Management, and County Counsel.

**FISCAL IMPACT**

All listed contracts in the Annual Contract Resolution are included in the Department's FY 2016-17 Requested Budget. These 62 agreements are for expenditures with a current total of \$10,825,805, and will be funded through multiple sources, to include \$4,501,912 from Federal and State funding, \$4,001,804 through private payers and specified Trust funds, and \$2,322,089 in County General Fund contributions. Expenditure agreements executed as a result of this Resolution will remain within a 10 percent increase of the prior term's annual amount, and are contingent upon available funding.

**ATTACHMENTS**

HHS Annual Contract Resolution with attached Matrix Listing Contracts to be renewed

Before the Board of Supervisors  
County of Placer, State of California

In the matter of:

**Delegating signature authority to the Director  
of Health and Human Services for specified  
contracts (HHS Annual Contract Resolution)**

Resolution No.: \_\_\_\_\_

The following Resolution was duly passed by the Board of Supervisors of the County of  
Placer at a regular meeting held \_\_\_\_\_, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair, Board of Supervisors

Attest:

\_\_\_\_\_  
Clerk of said Board

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**BE IT RESOLVED**, by the Board of Supervisors, County of Placer, State of California, that the Board of Supervisors of the County of Placer, State of California, adopts this resolution authorizing the Director or Assistant Director of the Department of Health and Human Services, with express concurrence of the CEO or designee, County Counsel, and Risk Management, to enter into and execute the contractual agreements identified on the attached Matrix on behalf of the County of Placer, Department of Health and Human Services.

**BE IT FURTHER RESOLVED**, that the Director's authority to enter into these contracts is subject to the following: (A) All contracts to be included on the attached Matrix are routine agreements which are, effectively, renewals of reoccurring contracts which were previously approved by action of the Board on its regular agenda; (B) The attached Matrix identifies the prior agreement's final, total contract amount; (C) Contract provisions should be consistent with the prior agreement's purpose, subject matter, and scope of work; (D) The contract may be entered into with the party identified on the attached Matrix and/or that party's successor in interest; (E) Each contract should include a contract term that is not longer than two years; (F) Each contract should include a maximum contract amount that is no greater than the total of the "contract amount" identified on the attached Matrix plus 10 percent, and no greater than \$400,000 annually; (G) The Director or Assistant Director may enter into amendments to these contracts as long as the total of all amendments do not increase the maximum contract amount by more than an additional 10 percent of the amount authorized in the previous subparagraph, and any amendments are consistent with the current agreement's subject matter and scope of work; (H) The Director or Assistant Director may continue to enter into amendments to contracts executed under prior HHS Annual Contract Resolutions as long as the total of all amendments do not increase the maximum contract amount more than what was originally authorized in that prior Resolution; (I) This resolution is not intended to guarantee a contract, particular provision, or amendment to any party.

**BE IT FURTHER RESOLVED** that this resolution supersedes any prior HHS Annual Contract Resolutions, and the authority delegated to the Director or Assistant Director of HHS under any such resolution has therefore expired.

Specific Agreements Included in The Annual Contract Resolution Delegated Authority granted to the Director of Placer County Health and Human Services by the Placer County Board of Supervisors on June 21, 2016

Division	Contractor	Description of Services	Prior Term and Funding Level Information				Exemption to Solicitation/ RFP/RFQ	Funding Source Information for Expenditure Agreements					
			Start Date	End Date	Contract Number	Contract Amount		Federal	State	Specified Trust Funds/ Client Fees	Realignment	County General Fund	
22390 Animal Services	Koefran Services, Inc.	Small Animal Carcass Removal	07/01/13	06/30/16	CN005583	\$75,000.00	Sole Source						100%
22390 Animal Services	Peterson, Roberta Lynn, D.V.M.	Veterinary Services	07/01/15	06/30/16	CN005714	\$78,650.00	1.3(a) Professional Services						100%
42760 Public Health	Permanente Medical Group, The	CCS / MTU Specialist	07/01/15	06/30/16	CN005738	\$12,000.00	1.3(a) Professional Services		100%				
42760 Public Health	Plumas County	MAA/TCM Host Entity Agreement	07/01/14	06/30/16	MAA1416PLA CER	\$2,800.00	1.3(e)(1) Gov Agency	50%	50%				
42760 Public Health	Sierra Foothills AIDS Foundation	AIDS/HIV Counseling, Case Management, and full continuum of care for patients with HIV (Ryan White)	07/01/15	06/30/16	CN005760	\$165,971.00	Sole Source		100%				
42930 ASOC	7th Avenue Center, LLC	Institute for Mental Disease (IMD) Services for Mentally Disordered Persons	07/01/14	06/30/16	CN005660	\$300,000.00	1.3(a) Professional Services					45%	55%
42930 ASOC	Bloom, Nancy LCSW	LCSW, MFT Intern Supervision	07/01/14	06/30/16	CN005651	\$56,250.00	1.3(a) Professional Services				100%		
42930 ASOC	California Mental Health Svcs Authority (CalMHSA)	Purchase of State Hospital Beds	07/01/14	06/30/16	CN005771	\$500,000.00	1.3(e)(1) Gov Agency					45%	55%
42930 ASOC	California Psychiatric Transitions, Inc.	Mental Health Rehabilitation Center (MHRC)/Institute for Mental Disease (IMD) for Mentally Disordered Persons	07/01/14	06/30/16	CN013433	\$800,000.00	1.3(a) Professional Services					45%	55%
42930 ASOC	Davis Guest Home	Residential Care Home Program	07/01/14	06/30/16	CN005658	\$315,000.00	1.3(a) Professional Services					45%	55%
42930 ASOC	First Responder EMS-Sacramento, Inc.	Non-Emergency Ambulance Transportation of 5150 Clients	07/01/15	06/30/16	CN005725	\$68,000.00	1.3(a) Professional Services						100%
42930 ASOC	Gathering Inn, The (TGI)	Gateway Resource Center and Winter Overnight Sheltering	07/01/15	06/30/16	CN021193	\$79,920.00	1.3(l) Sole Source						100%
42930 ASOC	Mental Health America of Northern California (MHA)	(MHSA) Adult Advocacy Services	10/01/14	06/30/16	CN005691	\$356,174.00	RFP 10351				100%		
42930 ASOC	MLN Consulting Services, Inc.	Monitoring and Review of Drinking Driver and Drug Diversion Programs	07/01/15	06/30/16	CN005756	\$32,250.00	1.3(a) Professional Services				100%		
42930 ASOC	Native Alliance of the Sierra Nevada Foothills	Substance Use Disorders Treatment and Educational Programming Services	07/01/14	06/30/16	CN013448	\$60,000.00	1.3(l) Sole Source	50%				50%	
42930 ASOC	PES-ebis, Inc.	Outpatient Substance Use Disorders Treatment Services and Educational Programming Services	07/01/14	06/30/16	CN013445	\$236,500.00	1.3(a) Professional Services	50%				50%	
42930 ASOC	Rajappa, Muniyappa T., M.D.	On-Call Psychiatry Services	07/01/15	06/30/16	CN005721	\$49,500.00	1.3(a) Professional Services				100%		
42930 ASOC	Sugden, Steven G., M.D.	On-Call Psychiatry Services	07/01/15	06/30/16	CN005722	\$49,500.00	1.3(a) Professional Services				100%		
42930 ASOC	Sutter-Yuba Mental Health Services	(PHF) Acute Inpatient Psychiatric Health Facility Services	07/01/14	06/30/16	CN005702	\$240,000.00	1.3(a) Professional Services					45%	55%
42930 ASOC	Thull, Lynn	Development of Request for Proposals for Inmate Healthcare Services	07/01/15	06/30/16	CN005729	\$24,200.00	1.3(a) Professional Services						100%
42930 ASOC	Vista Pacifica Enterprises, Inc.	Institute for Mental Disease/Special Treatment Program (IMD/STP) for Mentally Disordered Persons	07/01/14	06/30/16	CN013413	\$560,000.00	1.3(a) Professional Services	50%				50%	
42930 ASOC	Yolo Community Care Continuum (YCCC)	Adult Residential Treatment and Crisis Stabilization Services for Mentally Disabled Adults (Farmhouse and Safe Harbor)	07/01/14	06/30/16	CN005662	\$374,000.00	1.3(a) Professional Services					45%	55%
42930 ASOC	Yolo Community Care Continuum (YCCC)	Operation of an Adult Residential Facility at the DeWitt Center (Harmony House)	07/01/14	06/30/16	CN005642	\$194,000.00	RFP 10337					45%	55%
42950 Medical Clinics	Chapa-De Indian Health Program, Inc.	Dental Services for Medical Care Services Program (MCSP)	07/01/15	06/30/16	CN005732	\$5,000.00	1.3(a) Professional Services						100%

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			Start Date	End Date	Contract Number	Contract Amount		Federal	State	Specified Trust Funds/ Client Fees	Realignment	County General Fund
42950 Medical Clinics	Chapa-De Indian Health Program, Inc.	Primary Care Medical Home and Mental Health Services	07/01/15	06/30/16	CN005733	\$5,000.00	1.3(a) Professional Services					100%
42950 Medical Clinics	HFS Consultants	Rural Health Clinic Consulting	07/01/15	06/30/16	CN005726	\$10,000.00	1.3(a) Professional Services	42%	2%	4%		52%
42970 CSOC	Callahan, Nancy M., Ph.D.	MHSA and System Improvement Plan Evaluation	10/01/14	08/30/16	CN005690	\$542,000.00	Sole Source			100%		
42970 CSOC	Children's Receiving Home of Sacramento	Intensive Trauma-Focused Services for Young Children Ages 3-6	09/09/14	06/30/16	CN013464	\$442,225.00	RFP 10325	50%			25%	25%
42970 CSOC	Community Recovery Resources (CoRR)	(MHSA) Parent Project Services	10/01/14	06/30/16	CN005697	\$41,831.00	RFP 10351			100%		
42970 CSOC	Crisis Intervention Services, Inc. (Tahoe SAFE)	(MHSA) Child, Youth and Parent Support Services; Mental Health First Aid Training, and Mental Health Stigma and Discrimination Reduction Project - North Tahoe Area	10/01/14	06/30/16	CN005683	\$595,830.00	RFP 10351			100%		
42970 CSOC	KidsPeace Corporation	Residential Care, Psychiatric Hospitalization, and Educational Services	07/01/15	06/30/16	CN005742	\$264,000.00	Sole Source				45%	55%
42970 CSOC	Lighthouse Counseling & Family Resource Center	Differential Response Early Intervention Services	07/01/15	06/30/16	CN005731	\$72,000.00	1.3(a) Professional Services				80%	20%
42970 CSOC	Lilliput Children's Services	Family Finding and Kinship Support Services Program	07/01/14	06/30/16	CN013407	\$479,388.00	RFP 10302	50%			50%	
42970 CSOC	North Tahoe Family Resource Center (NTFRC)	Differential Response Early Intervention Services	07/01/15	06/30/16	CN005730	\$52,000.00	1.3(a) Professional Services				80%	20%
42970 CSOC	O'Brien, Lauren	(MHSA) Facilitation and Project Support Services for Campaign for Community Wellness	10/01/14	06/30/16	CN005689	\$10,000.00	Sole Source			100%		
42970 CSOC	Placer Community Foundation	(MHSA) Mental Health Services Prevention and Early Intervention Grants	10/01/14	06/30/16	CN005692	\$620,000.00	Sole Source			100%		
42970 CSOC	Placer County Office of Education (PCOE)	(MHSA) Various Student Mental Wellness, Suicide Intervention, and Full Service Partnership Services	10/01/14	06/30/16	CN005696	\$651,731.00	RFP 10351			100%		
42970 CSOC	Public Consulting Group, Inc.	Social Security Benefit Procurement Program	07/01/14	06/30/16	CN005699	\$60,000.00	Sole Source			100%		
42970 CSOC	Sierra Forever Families	EPSDT Mental Health Services for Adoptive and Guardianship Children and Families	07/01/15	06/30/16	CN005723	\$196,235.00	RFP 12-02	50%			50%	
42970 CSOC	Sierra Forever Families	Placer Kids Collaborative Liaison Services	07/01/15	06/30/16	CN005763	\$84,000.00	1.3(a) Professional Services	100%				
42970 CSOC	Sierra Mental Wellness Group (SMWG)	(MHSA) Functional Family Therapy and Bilingual Therapist Services	10/01/14	06/30/16	CN005678	\$325,536.00	RFP 10351			100%		
42970 CSOC	Stand Up Placer, Inc.	Medi-Cal Administrative Activities (MAA) contractor	07/01/14	06/30/16	CN005710	\$50,000.00	Sole Source	50%		50%		
42970 CSOC	Tahoe Truckee Community Foundation (TTCF)	(MHSA) Mental Health Services Prevention and Early Intervention Grants	10/01/14	06/30/16	CN005687	\$220,000.00	RFP 10351			100%		
42970 CSOC	Tahoe Truckee Unified School Dist. (TTUSD)	(MHSA) Operation of Tahoe Wellness Centers	10/01/14	06/30/16	CN005686	\$127,800.00	Sole Source			100%		
42970 CSOC	Unity Care Group, Inc.	(MHSA) Transition to Independence Process (TIP) Services	10/01/14	06/30/16	CN005685	\$238,002.00	RFP10351			100%		
42970 CSOC	Unity Care Group, Inc.	Independent Living Program Services	07/01/15	06/30/16	CN005752	\$225,496.00	RFP for ILP from 2008	55%			45%	
42970 CSOC	WellSpace Health	Suicide Prevention Hotline	07/01/15	06/30/16	CN005716	\$13,200.00	Sole Source				80%	20%
53070 Human Services	Advocates for Mentally Ill Housing, Inc. (AMIH)	CalWORKs Housing Support Program	12/01/15	06/30/16	CN005758	\$300,000.00	1.3(l) Sole Source	100%				
53070 Human Services	Advocates for Mentally Ill Housing, Inc. (AMIH)	Education, Enrollment and Retention Assistance	07/01/15	06/30/16	CN005739	\$13,847.00	RFP 10280	46%	51%			3%
53070 Human Services	Gathering Inn, The (TGI)	Education, Enrollment, and Retention Assistance	07/01/15	06/30/16	CN005740	\$15,000.00	1.3(l) Sole Source	46%	51%			3%
53070 Human Services	KidsFirst	Education, Enrollment and Retention Assistance	07/01/15	06/30/16	CN005741	\$45,039.00	RFP 10280	46%	51%			3%
53070 Human Services	Legal Services of Northern California	Provide Medi-Cal & SSI/SSP Advocacy and legal representation services on behalf of clients	07/01/14	06/30/16	CN005667	\$134,406.00	1.3(a) Professional Services					100%
53070 Human Services	Lighthouse Counseling & Family Resource Center	Education, Enrollment and Retention Assistance	07/01/15	06/30/16	CN005743	\$85,550.00	RFP 10280	46%	51%			3%
53070 Human Services	Lighthouse Counseling & Family Resource Center	Collaboration and Support Services for W/C	07/01/15	06/30/16	CN005744	\$13,200.00	1.3(l) Sole Source	100%				
53070 Human Services	North Tahoe Family Resource Center (NTFRC)	Education, Enrollment and Retention Assistance	07/01/15	06/30/16	CN005745	\$71,441.00	RFP 10280	46%	51%			3%
53070 Human Services	Placer People of Faith Together	Education, Enrollment and Retention Assistance	07/01/15	06/30/16	CN005746	\$76,754.00	RFP 10280	46%	51%			3%

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53070 Human Services	Salvation Army, The	Winter Homeless Voucher Program	10/01/15	04/30/16	CN005748	\$55,000.00	1.3(f) Sole Source					100%
53070 Human Services	Schmidt Psychological Services, LLC	Psychological Evaluations	07/01/14	06/30/16	CN005647	\$30,000.00	1.3(a) Professional Services	46%	51%			3%
53070 Human Services	Stand Up Placer, Inc.	Education, Enrollment and Retention Assistance	07/01/15	06/30/16	CN005747	\$14,079.00	RFP 10280	46%	51%			3%
53070 Human Services	Tahoe Truckee Community Foundation (TTCF)	Collaboration and Support Services for Human Services Programs	07/01/15	06/30/16	CN005718	\$10,500.00	1.3(f) Sole Source	46%	51%			3%
						\$10,825,805.00						