

**MEMORANDUM  
COUNTY OF PLACER  
DEPARTMENT OF ADMINISTRATIVE SERVICES  
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors  
FROM: Jim Boggan, Purchasing Manager *JB*  
DATE: November 2, 2010  
SUBJECT: Approve a Thirteen-Month Consultant Services Agreement with Lori Ford for Evaluator Services for Health and Human Services in the Not to Exceed Amount of \$70,000.00.

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**ACTION REQUESTED**

Approve a thirteen-month Consultant Services Agreement with Lori Ford of Folsom, CA for Evaluator Services for Health and Human Services in the not to exceed amount of \$70,000.00 and authorized the Purchasing Manager to sign the resulting agreement.

**BACKGROUND**

Health and Human Services, Children's System of Care (CSOC) requires an evaluator to establish working relationships with the System of Care Evaluation Team to assist in the completion of the local evaluation of the goals and activities set forth in the Substance Abuse and Mental Health Services Administration Cooperative Agreement and Mental Health Services Act Prevention and Early Intervention Plan. The CSOC Evaluation Team was formed in order to provide consistency in evaluating the various program components being implemented under the above initiatives and to provide feedback to the system of care for continuous quality improvement.

The CSOC selected Lori Ford of Folsom as the evaluator for these programs because of her expert knowledge and experience as an evaluator in both qualitative and quantitative forms of evaluation. She is also knowledgeable in Systems of Care values and principles. Lori is capable of functioning independently with minimal supervision and has excellent verbal and written communication skills and is experienced in data analysis and producing a variety of reports in narrative and graphic formats.

In accordance with Purchasing Policy Manual 1.3(a) Professional Services are exempt from competitive bidding.

**FISCAL IMPACT**

The department has requested a contract in the not to exceed amount of \$70,000 for the period of November 1, 2010 through November 30, 2011. Health and Human Services, CSOC Fiscal Impact Statement is attached.

Attachment: Fiscal Impact Statement

cc: Graham Knaus, HHS Director of Administrative Services  
Richard Knecht, Client Services Director



**Placer County  
Health and Human Services Department**

**Administrative Services Division**

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Date: August 18, 2010  
To: Honorable Board of Supervisors  
From: Graham Knaus, HHS Director of Administrative Services  
Subject: **Fiscal Impact Statement  
Consultant Agreement for Evaluator Services  
Contractor – Lori Ford  
For the period September 1, 2010 to September 30, 2011**

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*Perspective, Hope, and Opportunity*

The department has funding available in the amount of \$52,500 in the current fiscal year for this federally-required consultant service. A request for approval of an additional \$17,500 will be included in the Department's FY2011-12 budget. There is no required County General Fund match.