

303

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Director of Mental Health

SUBMITTAL DATE: May 29, 2003

SUBJECT: Approval of Fiscal Year 2003/04 Mental Health Contracts
All Supervisorial Districts.

RECOMMENDED MOTION: Move that the Board of Supervisors:

- 1) Approve the Department of Mental Health contracts with providers as specified in Attachment A/B;
- 2) Authorize the Chairman of the Board to sign the agreements.

BACKGROUND:

On June 25, 2002 item 3.24, the Board approved the Department of Mental Health's utilization of the contracts specified on Attachment A and B for various mental health services during Fiscal Year 2002/03.

Continued on Page 2...

THESE AGREEMENTS HAVE BEEN FORM APPROVED BY THE OFFICE OF COUNTY COUNSEL.

John J. Ryan

 John J. Ryan, Director
 Department of Mental Health

JJR:JT

FINANCIAL DATA: FY03/04
CURRENT YEAR COST: \$ 3,833,265
NET COUNTY COST: \$ 6,808

ANNUAL COST: - 0-
IN CURRENT YEAR BUDGET: YES
BUDGET ADJUSTMENT: NO FY 03/04

SOURCE OF FUNDS: See Attachment A

C.E.O. RECOMMENDATION:

APPROVE

County Executive Officer Signature

Roger Umstead

Department Recommendation: Consent Policy
 Per Executive Office: Consent Policy

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SUBJECT: Approval of Fiscal Year 2003/04 Mental Health Contracts
All Supervisorial Districts.

BACKGROUND (CONT'D).....

After evaluating the Department's needs and the contractors' performance in Fiscal Year 2002/03, the Department of Mental Health wishes to renew the contracts with the providers specified in Attachments A and B.

Attachment A provides the funding sources and maximum contract amount for each contract. Attachment B provides a brief description of the services provided by each contractor and a comparison of the contract maximum for FY 2003/04 versus FY 2002/03. Attachment B also provides justification for any increase or decrease to the prior fiscal year agreement.

The specified agreements are effective from July 1, 2003 through June 30, 2004.

There are sufficient funds in the Department's proposed budget for FY 2003/04 to provide for all the contracts listed on Attachment A and no additional County funds are required. The contracts contain termination provisions in case of unavailability of any Federal, State, and/or County funds.

**ATTACHMENT A
RIVERSIDE COUNTY DEPARTMENT OF MENTAL HEALTH
FUNDING CODE/SOURCE & MAXIMUM CONTRACT AMOUNT, FY 2003/04**

Children's Program

C.H.A.R.L.E.E. Family Care	10000-4100207030-83550-530280 Medi-Cal/FFP 46.79%, State 35.98%, Realignment 17.23%	\$ 318,571
Ettie Lee Homes, Inc	10000-4100207154-83550-530280 Medi-Cal/FFP 50.00%, State 50.00%	\$ 768,000
Riverside County Superintendent of Schools	10000-4100207641-83550-530280 State 100.00%	\$ 117,748

Western Children's Region

Children's Ctr. of Riverside	10000-4100205015-83550-530280 Prop. 10 -79.34%, Medi-Cal/FFP 1.98%, Other 18.68%	\$ 251,606
Family Services Association	10000-4100205014-83550-530280 Medi-Cal 34.00%, Realignment 3.50%, State 59.00%, County 3.50%	\$ 178,524
	10000-4100205011-83550-530280 Medi-Cal 47.00%, Realignment 2.00%, State 50.00%, County 1.00%	\$ 56,000

Mid County Region

Phoenix Programs, Inc.	10000-4100203006-83550-530280 Medi-Cal/FFP 1.84%, Realignment 35.64%, State 62.52%	\$ 280,531
	1001-4100203004-83550-530280 Medi-Cal/FFP 21.16%, Realignment 51.97%, State 26.41%, Other 0.46%	\$ 718,854
	1001-4100203007-83550-530280 Medi-Cal/FFP 23.41%, Realignment 23.41%, State 53.18%	\$ 854,800

ATTACHMENT A (con't)

Desert Region

Pacific Clinics	10000-4100202003-83550-530280 Medi-cal/FFP 50.00%, State 50.00%	\$ 288,631
TOTAL MENTAL HEALTH CONTRACTS		\$ 3,833,265

**ATTACHMENT B
RIVERSIDE COUNTY DEPARTMENT OF MENTAL HEALTH
CONTRACT JUSTIFICATIONS, FY 2003/04**

Children's Region

**C.H.A.R.L.E.E. FAMILY CARE, INC.
9890 County Farm Road
Riverside, CA 92503**

C.H.A.R.L.E.E. Family Care provides a highly supervised and structured residential program for up to thirteen (13) Riverside County children clients who are experiencing serious emotional and/or behavioral problems. The program provides a highly structured and supervised milieu geared at stabilizing children so they can function in other settings. The purpose of the program is to prevent hospitalization and to return children to a less restrictive community setting as soon as possible. The Program consists of three related components: the Residential component, Full Day Treatment Intensive, Medication Support services and Crisis Intervention.

Justification: The contractor has incurred an increase in their workers' compensation and health insurance costs that they are not able to absorb in their AFDC funding.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$294,010
Increase or Decrease	FY03/04	\$24,561
Renewal Contract	FY03/04	\$318,571

**ETTIE LEE
5146 N. Maine Ave.
Baldwin Park, CA 91706**

Ettie Lee was added as a Mental Health contractor in FY01/02 to provide Therapeutic Behavioral Services (TBS) to Medi-Cal eligible individuals 0-21 years of age. TBS are interventions that address the target behavior(s) or symptoms that are jeopardizing the youth's current living situation or the planned transition to a lower level of placement. This includes support to the family to provide a positive environment for the youth.

Justification: The Fiscal Year 02/03 contract was increased based on projections by the contractor for an increase in the staff and clients anticipated to be served. It has become apparent that the client load has not increased as anticipated. Therefore, the contract maximum has been decreased to more accurately reflect the client load and contractor staffing.

ATTACHMENT B (con't)

ETTIE LEE (con't)

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$1,818,894
Increase or Decrease	FY03/04	(\$1,050,894)
Renewal Contract	FY03/04	\$768,000

RIVERSIDE COUNTY SUPERINTENDENT OF SCHOOLS

3939 Thirteenth St.

Riverside, CA 92502

Riverside County Superintendent of Schools provides respite childcare referrals in the form of licensed day care and licensed private home referral lists, to parents and families referred by the Riverside County Department of Mental Health. They also provide administrative and support services including, but not limited to, verification of childcare facility license and payment of services.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$117,748
Increase or Decrease	FY03/04	\$-0-
Renewal Contract	FY03/04	\$117,748

Western Children's Region

CHILDREN'S CENTER OF RIVERSIDE

7177 Potomac St.

Riverside, CA 92504

The Children's Center of Riverside provides therapeutic services for children with exceptional needs who are not eligible to receive services from the Regional Center or public schools, including those who have emotional/behavioral problems and also may be developmentally delayed. The Children's Center also provides In-Home outpatient services to emotionally disturbed minors (ages 2-5), case management, and one-on-one supervision services.

Justification: Medi-Cal revenue unanticipated in Fiscal Year 02/03 has been added into the contract for Mental Health In-Home Outpatient Services for Fiscal Year 03/04. This will result in 4,951 additional units of service.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$246,605
Increase or Decrease	FY03/04	\$5,001
Renewal Contract	FY03/04	\$251,606

ATTACHMENT B (con't)

FAMILY SERVICES ASSOCIATION

**3634 Elizabeth Street
Riverside, CA 92506**

Family Services Association serves indigent and Medi-Cal eligible clients and provides system of care for outpatient services to clients who suffer from mental, emotional, or behavioral disorders. They provide intake, evaluation, diagnosis, crisis intervention, case management, treatment planning, and discharge services.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$234,524
Increase or Decrease	FY03/04	\$-0-
Renewal Contract	FY03/04	\$234,524

Mid County Region

PHOENIX PROGRAMS, INC.

**1215 Buena Vista
San Jacinto, CA 94520**

Phoenix Programs, Inc. provides adult residential services, day rehabilitation services, and medication support. Outpatient educational and pre-vocational services are also provided to help clients become re-assimilated into the community. The goal of the program is to minimize the risk of hospitalization and enhance the capability for independent living upon discharge from the program.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$999,385
Increase or Decrease	FY03/04	\$-0-
Renewal Contract	FY03/04	\$999,385

PHOENIX COOL PROGRAM

**1215 Buena Vista
San Jacinto, CA 94520**

Phoenix Cool Program is an Augmented Board & Care (ABC) facility that provides residential and mental health treatment services to mentally ill residents in the County. The Cool Program is a higher level of care than Board and Care facilities, but a lower level of care than Institutes for Mental Diseases (IMD). The goal of the program is to transition clients from a higher level of care (i.e. State Hospitals and IMD's) to a lower level of care at significantly lower rates.

PHOENIX COOL PROGRAM (con't)

Justification: The \$40,000 decrease to the contract maximum was due to the provider's elimination of a housing coordinator position.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$894,800
Increase or Decrease	FY03/04	(\$40,000)
Renewal Contract	FY03/04	\$854,800

Desert Region

PACIFIC CLINICS

800 S. Santa Anita Avenue

Arcadia, CA 87451

Pacific Clinics is an existing contractor who provides Therapeutic Behavioral Services (TBS). TBS services are interventions that address the target behavior(s) or symptoms, which jeopardize the youth's current living situation or the planned transition to a lower level of placement. This includes support to the family in order to provide a positive environment for the youth. The target population for TBS services is Medi-Cal eligible individuals 0-21 years of age.

	FISCAL YEAR	AMOUNT
Contract Maximum	FY02/03	\$288,631
Increase or Decrease	FY03/04	\$-0-
Renewal Contract	FY03/04	\$288,631

**Form 11 Attachment
Contract/Lease/Purchase Summary Data**

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	C.H.A.R.L.E.E. Family Care, Inc.
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Vendor/Lessor Location:	9890 County Farm Rd. Riverside, CA 92503
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Selection Committee Member Names (RFP's Only)

Minority
Status: M W DV None

Local Preferences Applied: Yes No
Effectuated Award? Yes No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
Response Date:
of Responses:
of Qualified Responses:

Bidding Process:

Bid Range:	\$	To: \$
Local Bid Range:	\$	To: \$
Responsive and Responsible Bid Range:		To: \$
Performance Award Cost (Maximum preference)	\$	To: \$
Local Preference FYTD: Cost	\$	To: \$

**Contract/Lease Renewals Only
Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$294,010	\$318,571
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

Form 11 Attachment
Contract/Lease/Purchase Summary Data

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Ettie Lee Homes, Inc.
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Vendor/Lessor Location:	5146 N. Maine Ave. Baldwin Park, CA 91706
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Selection Committee Member Names (RFP's Only)

Minority

Status: M W DV None

Local Preferences Applied: Yes No

Effected Award? Yes No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
 Response Date:
 # of Responses:
 # of Qualified Responses:

Bidding Process:

Bid Range:	\$	To: \$
Local Bid Range:	\$	To: \$
Responsive and Responsible Bid Range:	\$	To: \$
Local Performance Award Cost (5% maximum preference)	\$	To: \$
Local Preference FYTD: Cost	\$	To: \$

**Contract/Lease Renewals Only
 Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$1,818,894	\$768,000
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

**Form 11 Attachment
Contract/Lease/Purchase Summary Data**

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Children's Center of Riverside
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Vendor/Lessor Location:	7177 Potomac St. Riverside, CA 92504
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Selection Committee Member Names (RFP's Only)	
Minority Status: <input type="checkbox"/> M <input type="checkbox"/> W <input type="checkbox"/> DV <input type="checkbox"/> None	
Local Preferences Applied:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Effectuated Award?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
Response Date:
of Responses:
of Qualified Responses:

Bidding Process:

Bid Range: \$ To: \$
Local Bid Range: \$ To: \$
Responsive and Responsible Bid Range: To: \$
Performance Award Cost (Maximum preference) \$ To: \$
Local Preference FYTD: Cost \$ To: \$

**Contract/Lease Renewals Only
Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$246,605	\$251,606
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

**Form 11 Attachment
Contract/Lease/Purchase Summary Data**

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Family Services Association
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Vendor/Lessor Location:	3634 Elizabeth Street Riverside, CA 92506
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Selection Committee Member Names (RFP's Only)

Minority

Status: M W DV None

Local Preferences Applied: Yes No

Effected Award? Yes No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
Response Date:
of Responses:
of Qualified Responses:

Bidding Process:

Bid Range:	\$	To: \$
Local Bid Range:	\$	To: \$
Responsive and Responsible Bid Range:		To: \$
Performance Award Cost (Maximum preference)	\$	To: \$
Local Preference FYTD: Cost	\$	To: \$

**Contract/Lease Renewals Only
Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$234,524	\$234,524
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

Form 11 Attachment
Contract/Lease/Purchase Summary Data

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Pacific Clinics
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Vendor/Lessor Location:	800 S. Santa Anita Avenue Arcadia, CA 97451
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Selection Committee Member Names (RFP's Only)	
Minority Status: <input type="checkbox"/> M <input type="checkbox"/> W <input type="checkbox"/> DV <input type="checkbox"/> None	
Local Preferences Applied:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Effectuated Award?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
 Response Date:
 # of Responses:
 # of Qualified Responses:

Bidding Process:

Bid Range: \$ To: \$
 Local Bid Range: \$ To: \$
 Responsive and Responsible Bid Range: To: \$
 Performance Award Cost \$ To: \$
 Maximum preference)
 Local Preference FYTD: Cost \$ To: \$

**Contract/Lease Renewals Only
 Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$288,631	\$288,631
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

**Form 11 Attachment
Contract/Lease/Purchase Summary Data**

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Phoenix Cool Program
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Vendor/Lessor Location:	1215 Buena Vista San Jacinto, CA 94520
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Selection Committee Member Names (RFP's Only)

Minority

Status: M W DV None

Local Preferences Applied: Yes No

Effectuated Award? Yes No

Applicable Board Policy # Comments:

RFQ/RFP Process: RFP

Date Mailed: 10/30/99
Response Date: 12/07/99
To: \$
of Responses: 3
of Qualified Responses: 3

Bidding Process:

Bid Range: \$780,000 To: \$1,600,000
Local Bid Range: \$
Responsive and Responsible Bid Range: To: \$
Performance Award Cost (Maximum preference): \$ To: \$
Local Preference FYTD: Cost \$ To: \$

**Contract/Lease Renewals Only
Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$894,800	\$854,800
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

**Form 11 Attachment
Contract/Lease/Purchase Summary Data**

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Phoenix Programs, Inc.
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Vendor/Lessor Location:	1215 Buena Vista San Jacinto, CA 94520
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Selection Committee Member Names (RFP's Only)

Minority
Status: M W DV None

Local Preferences Applied: Yes No
 Effected Award? Yes No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
 Response Date:
 # of Responses:
 # of Qualified Responses:

Bidding Process:

Bid Range:	\$	To: \$
Local Bid Range:	\$	To: \$
Responsive and Responsible Bid Range:		To: \$
Performance Award Cost (Maximum preference)	\$	To: \$
Local Preference FYTD: Cost	\$	To: \$

**Contract/Lease Renewals Only
Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$999,385	\$999,385
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		

Form 11 Attachment
Contract/Lease/Purchase Summary Data

Contract

- Approval/Renewal
- Sole Source
- Personal Services
- Independent Contractor
- Other than low Bid
- Change Order

Lease

- Approval/Renewal
- Multi-Year Lease
- Equipment
- Real Property
- Change Order

Purchase

- Sole Source
- Other Than Low Bid
- Change Order

User Department:	Mental Health
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Vendor/Lessor Name:	Riverside County Superintendent Of Schools
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Vendor/Lessor Location:	3939 13 th Street Riverside, CA 92502-0868
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Selection Committee Member Names (RFP's Only)

Minority

Status: M W DV None

Local Preferences Applied: Yes No

Effected Award? Yes No

Applicable Board Policy # Comments:

RFQ/RFP Process:

Date Mailed:
 Response Date:
 # of Responses:
 # of Qualified Responses:

Bidding Process:

Bid Range: \$ To: \$
 Local Bid Range: \$ To: \$
 Responsive and
 Responsible Bid Range: \$ To: \$
 Local Performance Award Cost \$ To: \$
 (5% maximum preference)
 Local Preference FYTD: Cost \$ To: \$

**Contract/Lease Renewals Only
 Proposed Differences**

	<u>Existing Agreement Items</u>	<u>Proposed Agreement Items</u>
1. Rates	\$117,748	\$117,748
2. Terms	FY02/03	FY03/04
3. Conditions		
4. Legal Issues		
5. Accountability		