

FORM APPROVED COUNTY COUNSEL
DATE 10-24-13
BY: ELENA M. BOEVA
Departmental Concurrence
Purchasing: Mark Seiler, Assistant Director

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

339



FROM: Department of Mental Health

SUBMITTAL DATE:
October 24, 2013

SUBJECT: Approval of Purchase Orders for Psychological Testing Materials and Supplies to be Used in Client Related Therapy. (District: All) [\$100,000 ongoing]

RECOMMENDED MOTION: Move that the Board of Supervisors:

1. Authorize the Purchasing Agent to establish and amend Purchase Orders with the vendors listed in Attachment A for the purchase of psychological testing materials and supplies for an annual aggregate amount of \$100,000;
2. Exempt the Purchasing Agent from the sole source requirement when adding new vendors not to exceed \$100,000 without securing competitive bids in accordance with Ordinance 459 while staying within the Board approved annual aggregate amount of \$100,000; and
3. Authorize the Purchasing Agent to shift funds, as needed, among the various PO's, and to add new or rescind PO's with the vendors while staying within the combined aggregate amount through June 30, 2018, renewed in one year increments.

(Continued on Page 2)

JW:DS

Jerry Wengerd
Jerry Wengerd, Director
Department of Mental Health

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 100,000	\$ 100,000	\$ 500,000	\$ 100,000	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: 67% State, 33% Federal				Budget Adjustment: No	
				For Fiscal Year: FY 13/14	

C.E.O. RECOMMENDATION:

APPROVE

County Executive Office Signature

BY: *Elizabeth J. Olson*
Elizabeth J. Olson

MINUTES OF THE BOARD OF SUPERVISORS

☐ A-30
☐ 4/5 Vote
☐ Positions Added
☐ Change Order

Prev. Agn. Ref.:

District:

Agenda Number:

3-27

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Approval of Purchase Orders for Psychological Testing Materials and Supplies

DATE: October 24, 2013

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BACKGROUND:

Summary (continued)

The Department of Mental Health (DMH) requests the approval of the purchase of psychological testing materials and supplies needed for the rating and assessment of current frequency and severity of disruptive behaviors in the home and school settings. By evaluating the variety and frequency of behaviors commonly exhibited by all children, the materials allow the distinguishing of normal behavior problems from conduct-disordered behavior, in children and adolescents.

Therefore, the DMH requests that the Board of Supervisors approve an initial aggregate amount of \$100,000, and allow the Purchasing Agent to contract with these vendors listed in Attachment A on behalf of DMH for the aggregate amount of \$100,000, which includes a reserve of \$12,500 to cover the addition of future vendors.

Impact on Citizens and Businesses

Due to the proprietary nature of the testing materials and supplies, there are limited vendors offering the materials. These materials are a necessary component of the Department's system of care aimed at improving the health and safety of consumers and the community.

SUPPLEMENTAL:

Additional Fiscal Information

The Purchase Orders outlined in Attachment A are funded by various sources including; State Mental Health Services Act (MHSA) funds, Medi-Cal Federal Financial Participation (FFP) and Early Periodic Screening, Diagnostic, Treatment (EPSDT); additionally there is a termination clause in the event that applicable funds become unavailable for service provision. There are sufficient funds in the department's FY 13/14 budget, and no additional County funds are required.

Contract History and Price Reasonableness

In the past diagnostic testing materials and supplies have been purchased from specific vendors as nominal one-time purchases. However, the rising cost of these diagnostic tools, as well as, the increase in clients served by DMH has required a need for an increased supply. Increases have driven the total invoice purchase price for some of the diagnostic tools over the maximum \$1,000 one time purchase allocation. A very high percentage of psychological testing materials are proprietary to vendors. These items are not available elsewhere and may not be duplicated. Per County policy if identical material is available from more than one source, bids will be obtained and DMH shall procure those items at the lowest cost to the County. The DMH used prior year expense data to calculate the expenditure amount listed in Attachment A.

ATTACHMENT A

**RIVERSIDE COUNTY DEPARTMENT OF MENTAL HEALTH
FY 13/14**

PROPOSED MAXIMUM CONTRACT AMOUNTS

Vendor	Amount
Psychological Assessment Resources (PAR)	\$ 24,999
American Psychological	\$ 2,000
Copeland	\$ 18,000
Triple P	\$ 40,000
ASEBA	\$ 2,501
Reserve	\$ 12,500
Total Annual Aggregate Amount	\$ 100,000