

259



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

FROM: Department of Mental Health

SUBMITTAL DATE:
July 24, 2014


SUBJECT: Approval of Purchase Orders and Agreements with Riverside Convention Center for Department of Mental Health events. (District: All) [\$440,000 total] [\$83,000 annually] State and Private Pay.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify the FY 13/14 Purchase Order and Agreement with the Riverside Convention Center and authorize the Purchasing Agent to sign the Agreement for FY 13/14 in the amount of \$25,000;
2. Authorize the Purchasing Agent to sign Agreements with the Riverside Convention Center for events, conferences, banquets, and trainings for a total of \$83,000 per year from July 1, 2014 through June 30, 2019; and
3. Authorize the Purchasing Agent, in accordance with Ordinance 459 to increase or decrease the agreements while staying within 10% of the approved annual amount of \$83,000 and to sign amendments that do not change the substantive terms of the Agreements.

(Continued on page 2)

JW:CH


Jerry Wengerd, Director
Department of Mental Health

FORM APPROVED COUNTY COUNSEL
BY:  GARSHAL VICTOR
DATE: 7/24/14
Departmental Concurrence


Purchasing: Mark Seiler, Assistant Director

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 108,000	\$ 83,000	\$ 440,000	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$	

SOURCE OF FUNDS: 97% State and 3% Private Pay.

Budget Adjustment: No

For Fiscal Year: 13/14-18/19

C.E.O. RECOMMENDATION:

APPROVE

BY: 
Debra Cournoyer

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

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

Prev. Agn. Ref.:

District: All

Agenda Number:

3-24

SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Approval of Purchase Orders and Agreements with Riverside Convention Center for Department of Mental Health events. (District: All) [\$440,000 total] [\$83,000 annually] State and Private Pay.
DATE: July 24, 2014
PAGE: 2 of 2

BACKGROUND:

Summary

The Riverside Convention Center reopened in spring 2014 after being closed for remodeling since July, 2012. On May 30, 2014, the Department of Mental Health held the Substance Use Program’s Friday Night Live Awards Banquet and is requesting to continue to hold these banquets annually at the convention center through 2019. The Department is also requesting to hold the Dare to be Aware Youth Conference at the same venue annually from 2014 through 2019. In February 2015, the Department is hosting the 2015 WestExchange Behavioral Health Information System Conference. The department needs to enter into agreements to secure space to accommodate the number of attendees and the various activities for these events. Currently, the Riverside Convention Center is the location that has been the most competitive.

DMH is requesting that the Board of Supervisors ratify the agreement with the Riverside Convention Center for the Friday Night Live Awards Banquet held in May. DMH is also requesting the Board to authorize the Purchasing Agent to approve and execute the Purchase Orders and Agreements with the Riverside Convention Center as listed below for an annual amount of \$83,000 and to authorize the Riverside County Purchasing Agent to increase or decrease these Agreements while staying within 10% of the approved aggregate amount. The Agreements will be reviewed by County Counsel prior to being signed by the Purchasing Agent.

Event	Timeframe	Approximate Attendees	Agreement Amount
Friday Night Live Awards Banquet	May 2014 - 2019	500	\$ 25,000.00
Dare to Be Aware Youth Conference	November 2014 – 2019	1,100	\$ 27,000.00
2015 WestExchange Conference	February 8-11, 2015	500	\$ 31,000.00
Aggregate Amount			\$ 83,000.00

Impact on Citizens and Businesses

These services are a component of the Department’s system of care aimed at improving the health and safety of consumers and the community. Conferences and trainings may bring visitors from other cities and states that will have a positive impact on Riverside County’s economy.

SUPPLEMENTAL:

Additional Fiscal Information

There are sufficient funds in the department’s budget and no additional County funds are required. At least one of these conferences will be self-funded by registration fees.

Contract History and Price Reasonableness

The department will ensure price reasonableness by presenting comparable quotes to the Purchasing Agent.

Justification for Delay

The invoice for the event held on May 30, 2014 was received in Fiscal Year 14/15. Agreement negotiations with Riverside Convention Center were completed recently. Riverside Convention Center continued providing services while negotiations were taking place.