

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



**ITEM: 3.47
(ID # 20474)**

MEETING DATE:

Tuesday, November 29, 2022

FROM : RUHS-BEHAVIORAL HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM - BEHAVIORAL HEALTH: Ratify and Approve the Psychological Testing, Assessment Software and Training Materials and Supplies Vendor Aggregate for Client-Related Therapy for FY 2022/2023 through FY 2026/2027, All Districts. [\$400,000 Annually through FY 2026/2027, Up to \$40,000 in Additional Compensation per Fiscal Year, \$2,000,000 Total for 5 Years, 33% Federal Funding, 67% State Funding].

RECOMMENDED MOTION: That the Board of Supervisors:

1. Ratify and Approve the annual aggregate of \$400,000 to purchase psychological testing, assessment software and training materials and supplies for client-related therapy for the vendors listed in Attachment A;
2. Authorize the Purchasing Agent, in accordance with Ordinance 459, based upon the availability of funding and as approved to form by County Counsel: a) to execute agreements with the vendors listed in Attachment A; b) exempt the Purchasing Agent from the sole source requirement when adding new vendors without securing competitive bids while staying within the approved aggregate amount; c) shift the allocated funds among the vendors listed in Attachment A; d) sign annual renewals and amendments that do not change the substantive terms of the agreement including amendments to the compensation provisions, not exceed 10% of the aggregate amount of \$400,000 through June 30, 2027.

ACTION:Policy


Matthew Chang, Director 11/7/2022

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Washington and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Hewitt, and Perez
Nays: None
Absent: None
Date: November 29, 2022
xc: RUHS-BH

Kecia R. Harper
Clerk of the Board

By: 
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 400,000	\$ 400,000	\$ 2,000,000	\$ 0
NET COUNTY COST	0	0	0	0
SOURCE OF FUNDS: Federal 33%, State 67%			Budget Adjustment: No	
			For Fiscal Year: 22/23-26/27	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Riverside University Health System – Behavioral Health (RUHS-BH) utilizes a variety of psychological testing, assessment software and training materials and supplies to be used for rating and evaluating the variety and frequency of behaviors commonly exhibited by all consumers in client-related therapy.

Impact on Residents and Businesses

These materials and services are a component of Behavioral Health’s system of care aimed at improving the health and safety of consumers and the community.

Additional Fiscal Information

There are sufficient funds in the department’s FY22/23 budget and no County funds are required.

Contract History and Price Reasonableness

Ordinance 459 allows for selection and award of contracts with vendors that have been mandated to provide contracted services for State and Federal programs. Most psychological tests, software, assessments and training materials are proprietary and cannot be duplicated. If identical materials are available from more than one source, bids will be obtained and RUHS-BH shall procure from those at the lowest cost to the County. Quantity discounts and government pricing are requested and applied when received.

On November 5, 2013 (3.27), the Board authorized the Purchasing Agent on behalf of RUHS-BH to establish agreements with vendors for a variety of psychological testing and training materials. On May 20, 2014 (3.27), the Board approved an increase to the aggregate from \$100,000 to \$150,000 annually for the purchase of these supplies through June 30, 2018. On June 5, 2018 (3.28), the Board approved an increase to the aggregate from \$150,000 to \$300,000 annually through June 30, 2022. RUHS-BH is requesting to increase the aggregate from \$300,000 to \$400,000 annually and authorize the Purchasing Agent to renew agreements with the providers listed in Attachment A through June 30, 2027.

ATTACHMENTS:

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

**Attachment A
Vendors for
Psychological Testing,
Assessment Software and
Training Materials and Supplies**

Vendor	Amount
ASEBA	\$2,000
Crisis Prevention Institute	\$15,000
Kaplan	\$10,000
Living Works	\$300,000
NCS Pearson	\$1,000
PAR Inc.	\$15,000
Western Psychological Services	\$2,000
<i>Reserve</i>	\$55,000
Total Annual Aggregate	\$400,000

**Attachment B: Single Source Procurement; Ratify and Approve Agreement for
Psychological Testing, Assessment Software, and Training Materials and Supplies**



Jacqueline Ruiz, Sr. Management Analyst 11/21/2022



Kelly Moran, Deputy County Counsel 11/18/2022

23080

Riverside University HEALTH SYSTEM Behavioral Health

Date: September 29, 2022
From: Matthew Chang, Director, Riverside University Health System-Behavioral Health
To: Sarah Franco, Director, Purchasing & Fleet Services
Via: Solinda Ly, Administrative Services Analyst, (951) 358-3589
Subject: Single Source Procurement; Ratify and Approve Agreement for Psychological Testing, Assessment Software, and Training Materials and Supplies

The below information is provided in support of my Department requesting approval for a single source.

1. Supplier being requested:

ASEBA, Crisis Prevention Institute, Kaplan, Living Works, NCS Pearson, PAR, Inc., and Western Psychological Services

2. Vendor ID:

- ASEBA: 0000003327
- Crisis Prevention Institute: 0000008839
- Kaplan: 0000027951
- Living Works: 0000112687
- NCS Pearson: 0000009029
- PAR Inc.: 0000009493
- Western Psychological Services: 0000012076

3. Single Source Sole Source

4. Have you previously requested and received approval for a sole or single source request for this vendor for your department?

Yes No
SSJ# _____

4a. Was the request approved for a different project?

Yes No

5. Supply/Service being requested:

A variety of psychological testing, assessment software, and training materials and supplies are utilized in client-related therapy throughout RUHS-BH outpatient clinics.

6. Unique features of the supply/service being requested from this supplier.

Most psychological tests, software, assessments and training materials and supplies are proprietary and cannot be duplicated. Due to this proprietary nature and the limited vendors offering the materials, ASEBA, Crisis Prevention Institute, Kaplan, Living Works, NCS Pearson, PAR Inc., and Western Psychological Services are requested as unique vendors and are required as a single source.

If identical materials are available from more than one source, bids will be obtained and RUHS-BH shall procure from those at the lowest cost to the County. Quantity discounts and government pricing are requested and applied when received.

7. Reasons why my department requires these unique features from the vendor and what benefit will accrue to the county:

The utilization of various psychological testing, assessment software and training materials and supplies is used for rating evaluating the variety and frequency of behaviors commonly exhibited by all consumers in client-related therapy. These materials are a necessary component of RUHS-BH's system of care aimed at improving the health and safety of consumers and the community.

8. Period of Performance: July 1, 2022 to June 30, 2023, with the option to renew annually for 4 years through June 30, 2027.

Is this an annually renewable contract? No Yes
 Is this a fixed-term agreement: No Yes

9. Identify all costs for this requested purchase. In addition, please include any single or sole source amounts previously approved and related to this project and vendor in the section designated below for current and future fiscal years. You do not need to include previous fiscal year amounts. If approval is for multiple years, ongoing costs must be identified below. If annual increases apply to ongoing costs such as CPI or other contract increases, provide the estimated annual cost for each consecutive year. If the annual increase may exceed the Purchasing Agent's authority, Board approval must be obtained. (Note: ongoing costs may include but are not limited to subscriptions, licenses, maintenance, support, etc.).

Description:	FY22/23	FY23/24	FY24/25	FY25/26	FY26/27	Total
One-time Costs:						
ASEBA	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
Crisis Prevention Institute	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
Kaplan	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$50,000
Living Works	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
NCS Pearson	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$5,000
PAR Inc.	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$75,000
Western Psychological Services	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$10,000
Reserve	\$55,000	\$55,000	\$55,000	\$55,000	\$55,000	\$275,000
Ongoing Costs:	\$0	\$0	\$0	\$0	\$0	\$0
Total Costs	\$400,000	\$400,000	\$400,000	\$400,000	\$400,000	\$2,000,000

10. Price Reasonableness:

On November 5, 2013 (3-27), the Board authorized the Purchasing Agent on behalf of RUHS-BH to establish agreements with vendors for a variety of psychological testing and training materials. On May 20, 2014 (3-27), the Board approved an increase to the aggregate from \$100,000 to \$150,000 annually for the purchase of these supplies through June 30, 2018. On June 5, 2018 (3-28), the Board approved an increase to the aggregate from \$150,000 to \$300,000 annually through June 30, 2022 to contract with additional vendors for proprietary diagnostic tools not available elsewhere and may not be duplicated. RUHS-BH is requesting to increase the aggregate from \$300,000 to \$400,000 annually and authorize the Purchasing Agent to renew agreements with the providers listed above through June 30, 2027.

Ordinance 459 allows for selection and award of contracts with vendors that have been mandated to provide contracted services for State and Federal programs.

11. Projected Board of Supervisor Date (if applicable): TBD

	Amy McCann	10/17/2022
Department Head Signature (or designee)	Print Name	Date

The section below is to be completed by the Purchasing Agent or designee.

Purchasing Department Comments:

Approve	Approve with Condition/s	Disapprove
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Condition/s:

Not to exceed:

One-time \$ _____

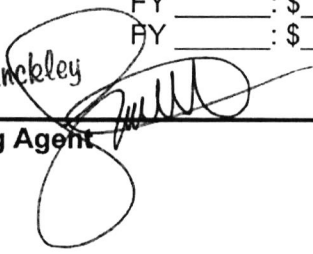
Annual Amount \$ 400,000 per fiscal year through 6/30/27 (date)
(If Annual Amount Varies each FY)

FY _____: \$ _____

FY _____: \$ _____

FY _____ : \$ _____
FY _____ : \$ _____
FY _____ : \$ _____

Suzanna Hinckley



Purchasing Agent

Date

Approval Number

(Reference on Purchasing Documents)

23080

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	Amy McCann	10/17/2022
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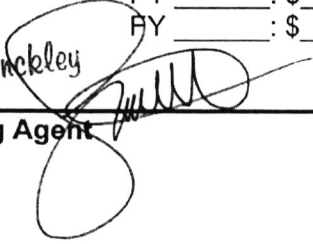
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FY _____ : \$ _____

Suzanna Hinckley



Purchasing Agent

Date

Approval Number
(Reference on Purchasing Documents)