

**CHIEF ADMINISTRATIVE OFFICE**  
**Procurement and Contracts Division**

Date Received

**NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION**

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

**Requesting Department Information**

Department:	Org Code:	
53-Behavioral Health	5320	
Contact Name:	Subobject:	User Code:
Caitlin Stahl		
Telephone:	Fax:	
530-621-6347		


**Required Supplier / Vendor Information**

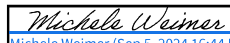
Vendor / Supplier Name:	Vendor / Supplier Address:
Willow Glen Care Center	1547 Plumas Ct., Yuba City, CA 95991
Contact Name:	
Todd Harris	
Estimated Purchase Price/Contract Amount:	Vendor / Supplier Email Address:
\$4,200,000	contracts@wgcc.us
Telephone:	Fax:
(530) 751-9940	

Provide a brief description of the request, including all goods and/or services the vendor/supplier will provide and supporting exemption reference from Board Policy C-17 - Procurement Policy:

Willow Glen Care Center (Willow Glen) provides Adult Residential Facilities (ARF), Social Rehabilitation Treatment Services (SRTS) and Mental Health Rehabilitation Center facilities (MHRC) for adults, a regulatory requirement of the county as the Medi-Cal Mental Health Plan, ARF, SRTS and MHRC services are in alignment with the Mental Health Services Act (MHSA) Full Service Partnership Project for adults with severe mental illness.

Exemption is Policy C-173.4.2(f) "the procurement is for services where the continuity of providers will provide efficiency or critical knowledge, and other providers of the services cannot provide similar efficiencies or critical knowledge." These services are currently being provided by Willow Glen under Agreement 3422. As such clients are currently engaged in services with licensed clinicians. Disruption of continuity of care with established client/clinician partnerships can have a detrimental impact on client care and recovery.

Department Head:   
Olivia Byron-Cooper (Sep 3, 2024 10:14 PDT)  
Signature

Purchasing Agent:   
Michele Weimer (Sep 5, 2024 16:44 PDT)  
Signature

Board of Supervisors:  
Date:   
Item:

P&C Assignment:  
Assigned To:   
Date:

**A. The good/service requested is restricted to one supplier for the reason stated below:**

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)

The Health and Human Services Agency (HHS), Behavioral Health (BH) contracts with as many qualified vendors as possible to provide the highest level of psychiatric care to Medi-Cal beneficiaries residing in El Dorado County. This includes ARFs, SRTS and MHRCs. Because the need for these services far outweighs the availability of beds, qualified vendors are not anticipated to respond to any competitive solicitation released by HHS. Additionally, with twelve (12) Clients currently placed at a Willow Glen facility under current Agreement 3422, HHS BH seeks to maintain contracts due to client/clinician continuity of care.

2. Provide the background of events leading to this acquisition.

On behalf of the County, the HHS contracts with the State as the Medi-Cal Mental Health Plan (MHP). As the MHP, HHS is required to provide Specialty Mental Health Services (SMHS) to eligible individuals, including long-term residential facility placements when appropriate. To meet this requirement, the MHP contracts with providers of inpatient residential treatment facilities to ensure availability of services on an "as requested" basis in accordance with Title 9 and Title 22 of the California Code of Regulations (CCR) and Division 5, Chapter 5 of the Welfare and Institutions Code (WIC). Willow Glen is licensed by the state of California to provide long-term, inpatient residential services to adults through its ARF, SRTS, and MHRC facilities.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

The Request for Proposal No. 21-952-041 was released on May 21, 2021 and was awarded to a sole respondent for ARF by the Board of Supervisors on August 31, 2021 (Legistar file 21-1308). To meet the demand for client ARF/SRTS placements, the County contracts with ARF/SRTS in and out-of-county; however, bed availability is limited, which may result in long wait times for Client admissions. By contracting with Willow Glen the County has access to various levels of care ranging from adults with mental health conditions who need assistance in developing skills to maintain placement in less restrictive levels of care, to mentally ill adults who are unable to maintain traditional residential placement because of persistent behavioral problems.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

If HHS did not contract with this vendor, BH would continue to provide residential SMHS through existing contracts, but would be severely limited in its access to these types of facilities. Subsequently, the County would have diminished capacity to provide services required of the MHP and at risk of being out of compliance with Medi-Cal requirements. Importantly, the continuity of care for the twelve (12) clients currently placed in a Willow Glen facility would be significantly disrupted.

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

BH seeks to contract with all qualified providers of residential services to ensure it has the capacity to meet its obligations as the MHP.

**B. Price Analysis:**

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

Because this service is an entitlement for Medi-Cal beneficiaries, cost analysis has not been completed. This is due to the MHP's need to have residential treatment facilities available for the timely placement of eligible clients.

2. Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

At the time of client placement, proximity to El Dorado County as well as daily patch rates may be considered if multiple vendors have available beds.