

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


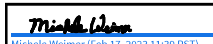
Department: 53-Behavioral Health	Org Code: 5310150	
Contact Name: Lisa Konyecsni / Yvette Wencke	Subobject: 	User Code:
Telephone: X6901 / x6919	Fax: 	

Required Supplier / Vendor Information

Vendor / Supplier Name: Sierra Child & Family Services, Inc.(SCFS)	Vendor / Supplier Address: 4250 Fowler Lane, Suite 204
Contact Name: Barry Harwell	Diamond Springs, CA 95619
Estimated Purchase Price/Contract Amount: \$650,000	Vendor / Supplier Email Address: barryh@sierrachild.org
Telephone: (530) 919-1083	Fax:

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:

Agreement for Services 6989 is a renewal of Agreement 5417 for the provision School/Community-Based Dialectical Behavior Therapy (DBT) and Transitional Age Youth First Episode Psychosis (FEP) services funded 100% by the Mental Health Services Block Grant (MHBG). On,1/14/22 (File ID: 19-1461), the Board awarded Sierra Child and Family Services (Sierra) and approved the contract (4342) to provide these services through a Request for Proposal (RFP) process. Due to the nature of services and need to continue provider/client care without interruption they have maintained subsequent contracts (5012, 5417). Agreement 5417 was approved by the Board on 6/29/2 for a term of 7/1/21 - 6/30/22 (File ID 21-0002). The FY 21/22 MHBG expired on 6/30/22, and the application for the FY 22/24 MHBG funding was received by HHS in late May 2022, and was approved on 8/8/22. Since the funding source had been consistently received, and due to the nature of the critical services to the youth population, Sierra continued to provide the services. Once approved, Agreement 6989 will be retroactive to 7/1/22 through 6/30/24. Under Board Policy C-17, Section 3.4(2F), "the procurement is for goods where the continuity of providers will provide efficiency or critical knowledge, and other providers of the goods cannot provide similar efficiencies or critical knowledge," a sole source justification is applicable the this Agreement.

Department Head:	 <small>Olivia Byron-Cooper (Feb 17, 2023 10:02 PST)</small>
	Signature
Purchasing Agent:	 <small>Michele Weimer (Feb 17, 2023 11:39 PST)</small>
	Signature

Board of Supervisors:	P&C Assignment:
Date: <input type="text"/>	Assigned To: <input type="text"/>
Item: <input type="text"/>	Date: <input type="text"/>

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.)

As an awardee of the MHBG funding, HHSa has an obligation to provide School/Community-Based DBT and Transitional Age Youth FEP services. Due to the nature of services and the need to continue provider/client care without interruption HHSa has maintained contracts with Sierra (4342, 5012, and 5417), and in doing so, Sierra has established a reliable presence on West Slope area high schools. Also, Sierra has been providing the services via expired Agreement 5417 since 6/1/22, pending the execution of a new agreement, and has demonstrated themselves as a dedicated and competent provider of said services for many years.

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

At the Board of Supervisors meeting on 1/14/22 (File ID: 19-1461), Sierra was awarded the contract (4342) to provide these services through a RFP process. Due to the nature of services and the need to continue provider/client care without interruption they have maintained subsequent contracts (5012, 5417). The application for funding for FY 2022-/24 was sent by DHCS in late May 2022. The completed MHBG application was submitted to DHCS by the deadline on 6/2/22. A contract request was formally submitted to the HHSa contracts team on 7/29/22 in anticipation of the award. This funding source has been consistently received, even so, County staff would not finalize the contract until funding was confirmed. Award confirmation was received 8/8/22. Heavy workloads in the contracts unit and other uncontrollable factors delayed the execution of the Agreement until this time.

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

In 2019, Sierra was awarded the contract (4342) to provide these services through a RFP process in which they were the sole respondent to the RFP. Due to the nature of services and the need to continue provider/client care without interruption they have maintained subsequent contracts (5012, 5417), and in doing so have established a reliable presence on West Slope area high schools. Sierra has been providing the services via expired Agreement 5417 since 6/1/22, and has demonstrated themselves as a dedicated and competent provider of said services for many years.

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

Not approving this sole source justification would possibly delay Sierra's receipt of retroactive compensation for services which have already been provided in the community, possibly putting the youth in need of the services in jeopardy, and possibly resulting in HHSa being out of compliance of its MHBG funding.

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.)

The County is currently contracting with all in-county providers who meet the qualifications for these services. A request for qualifications will be released before the end of this contract term to solicit for any new vendors who meet the contract requirements.

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.)

HHSA contracts with multiple providers in the community for various mental health services, including Sierra for Specialty Mental Health Services. The price offered is comparable and competitive. The NTE is established based on provider capacity.

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

Agreement 6989 is funded 100% by MHBG, and Sierra is a valued community partner that has established a presence in schools on the West Slope of El Dorado County. Delaying Sierra's compensation further would put HHSA's relationship with Sierra in jeopardy. The County currently lacks valued providers of mental health services to children and youth, therefore, maintaining this relationship would be in the County's best interest.