

**COUNTY OF LOS ANGELES - DEPARTMENT OF MENTAL HEALTH**

**F A C T S H E E T**

**RECOMMENDATION TO AWARD MASTER AGREEMENTS FOR  
MENTAL HEALTH SERVICES ACT (MHSA)  
COMMUNITY SERVICES AND SUPPORTS PLAN SERVICES  
(ALL SUPERVISORIAL DISTRICTS)**

**REQUEST**

Approve and authorize the Director of the Department of Mental Health (DMH) or his designee to establish a Mental Health Services Act (MHSA) Master Agreement list of pre-qualified contractors and to prepare, sign, and execute a MHSA Master Agreement/Master Amendment with each of the 103 contractors listed in Attachment I, who have been pre-qualified during the Request for Statement of Qualifications (RFSQ) solicitation process approved by your Board under Item No. 16 of Agenda dated November 15, 2005. MHSA Master Agreements will be issued to new DMH contractors, and MHSA Master Amendments will be issued to existing DMH contractors.

Delegate authority to the Director of Mental Health to sign MHSA Master Agreements/Master Amendments with additional contractors during the ensuing three-year period through Fiscal Year (FY) 2007-2008, and to update DMH's MHSA Master Agreement list with such additional pre-qualified contractors.

**PURPOSE/JUSTIFICATION**

The purpose of the requested actions is to establish a MHSA Master Agreement list in accordance with the two-phase RFSQ solicitation process approved by the Board. The establishment of a MHSA Master Agreement list is a key component of the RFSQ process (initial and ongoing) which provides a streamlined solicitation process that is a fair and equitable alternative to the Request for Proposals (RFS) process and meets County policies.

Under Phase I, all 103 contractors listed in Attachment I have met the minimum qualifications listed in the RFSQ and have demonstrated relevant experience and capacity to provide various services detailed in DMH's Community Services and Support (CSS) Plan approved by the State Department of Mental Health on February 14, 2006. DMH will, on a continuous basis, accept and evaluate proposers' Statement of Qualifications (SOQs) and execute MHSA Master Agreement/Master Amendments with pre-qualified contractors. The execution of a MHSA Master Agreement/Master Amendment does not guarantee a contractor any amount of MHSA funding.

Once the Board has approved the requested actions and DMH has established a MHSA Master Agreement list under Phase I, DMH can proceed with Phase II – Request for Services (RFS) of the RFSQ solicitation process. During Phase II and based on detailed and specific Statements of Work (SOWs), a RFS will be sent to contractors on the MHSA Master Agreement list for the solicitation of specific service categories and target populations.

In summary, approval of these requested actions merely provides DMH with a pre-qualified MHSA Master Agreement list of contractors that will then be used, during Phase II, the Request for Services (RFS) process, to allocate the MHSA CSS Plan funds. It is expected that DMH will receive the funds from SDMH in March 2006; at that time, DMH will return to your Board with an authorization request for receipt of the MHSA CSS Plan funds, a spending plan, and a matching Budget Adjustment.

### **BACKGROUND**

The DMH CSS Plan was submitted to SDMH on October 13, 2005, and approved on February 14, 2006. As approved by your Board in November 2005, DMH has implemented a two-phase ongoing RFSQ solicitation process that is a major component of the design and implementation stage of the CSS Plan. Phase I establishes a MHSA Master Agreement list of pre-qualified contractors that, during Phase II will be used to select qualified contractors who will provide mental health services in accordance with DMH's CSS Plan.

- **Phase I - Statement of Qualifications (SOQ):**  
The intent of Phase I is to, on a continuous basis, qualify proposers for multiple parts of the CSS Plan. DMH has been and will continue to solicit for various types of services under the CSS Plan utilizing a RFSQ. The first section of the RFSQ includes Countywide requirements such as insurance coverage, jury service, child support, etc. The second section of the RFSQ identifies skill categories, experience, and capacities required for each specific CSS Plan service allowing potential contractors, upfront, to identify what services they are qualified to deliver. Phase I enables DMH to assess the proposers' SOQ responses to ensure that proposers not only meet the minimum County qualifications, but also identify specific services for which they are eligible/able to provide. The SOQ responses have been and will continue to be used to establish/update a MHSA Master Agreement list, that in turn, will be used to identify and select qualified contractors during Phase II.
- **Phase II - Request for Services (RFS):**  
The intent of Phase II is to select contractors identified in Phase I that are capable of delivering specific services based on RFS - Statements of Work

(SOWs). Based on SDMH approval of various components of the CSS Plan and the development of specific SOWs, RFS - SOWs will be issued only to those Master Agreement list contractors who, based on a Master Agreement matrix of pre-qualifications, would best be able to fulfill the RFS - SOW requirements. The RFS - SOWs will include detailed and specific types of services identified by service categories and target populations.

Phase II's RFS-SOWs will initially focus on two (2) service categories: Full Service Partnerships (FSP) and Safe Havens, a component of the housing work plan. Over the next few months, SOWs will also be developed to include other CSS work plans, e.g., Service Area Navigator Teams, Housing, Alternative Crisis Services, Institution for Mental Disease (IMD) Step Down Facilities, Co-occurring Disorders, Respite Care, Drop-in Centers, and Field Capable Clinical Services.

DMH has already begun establishing formal policies and procedures for evaluating proposals and selecting contractors under Phase II. DMH has developed drafts for an Evaluation Guide for proposals submitted under the MHSA - CSS Plan, a Confidentiality Statement to be signed by evaluators, a Statement of Non-Conflict of Interest to be signed by evaluators, Instructions for Scoring Proposals, and Proposal Evaluation Worksheets for each of the FSP age-specific proposals.

### **CONTRACTING PROCESS**

On November 15, 2005, your Board approved DMH's MHSA RFSQ solicitation process; then on November 16, 2005, the MHSA RFSQ was distributed to the public via 1) a mailing to approximately 1,200 agencies on the Department's Bidders' list, and 2) postings on the County's Internet site and DMH's own website. Announcements were also published in 18 newspapers with Countywide, ethnic, and/or local community distributions.

Presently, 103 contractors who initially responded to the RFSQ have met the minimum qualifications set forth in the RFSQ during the first round of solicitation reviews. Presently the list of pre-qualified contractors is comprised of current DMH contractors; solicitation reviews of new, non-DMH contractors' SOQs have yet to be completed. Once such reviews are completed and it has been determined that any of the new, non-DMH contractors' SOQs meet minimum qualifications, they will be added to the MHSA Master Agreement list via delegated authority.

Upon Board approval, DMH will execute MHSA Master Agreements/Master Amendments with 103 contractors establishing a MHSA Master Agreement list of pre-qualified contractors.

Execution of a MHSA Master Agreement/Master Amendment does not guarantee any contract amount or allocation of resources.

When the initial MHSA Master Agreement list is established, DMH will move into Phase II of the RFSQ process issuing specific RFS that will include detailed and specific SOWs by service type, target population, and areas of service delivery.

Three (3) contractors – Child and Family Guidance Center, Kedren Community Health Center, and Pacific Clinics - currently have outstanding Settlement Agreements with DMH. These contractors have been selected to be on the Master Agreement list; however, there will be a moratorium on expansion and/or implementation of any new programs for these and other contractors with Settlement Agreements during the repayment period. Any exemption from this penalty will require justification that this restriction would negatively impact planned program services.

This is not a Proposition A or cafeteria services contract; the Living Wage requirements are, therefore, not applicable. All recommended contractors will agree to abide by the County's Indemnification and Insurance requirements and all Board mandated requirements including Contractor Responsibility and Debarment and Contractor's Charitable Activities Compliance requirements if they meet minimum qualifications.

MJS:RK:aw

Attachment

MHSA Master Agreement List

No.	Sub District	Contractor	Type of Contract	Contract No.
1	2	8025 Sepulveda LLC	Residential Care	02182
2	2	Akila Concepts	Basic Living	02033
3	1	ASC Treatment Group	Legal Entity	02270
4	1	Associated League of Mexican Americans, Inc.	Legal Entity	02273
5	2	Barbour & Floyd Medical Associates	Legal Entity	02097
6	2	Behavioral Health Services, Inc.	Legal Entity	02098
7	1	Bell Gradens Pharmacy	Pharmacy	01669
8	5	Bienvenidos Children's Center, Inc.	Legal Entity	02274
9	3	California Care Centers, Inc.	Residential Care	01703
10	1	California Hispanic Commission on Alcohol and Drug Abuse, Inc.	Legal Entity	02099
11	3	Cedars-Sinai Medical Center	Legal Entity	02280
12	5	Center for Integrated Family and Health Services, Inc.	Legal Entity	02281
13	5	Child & Family Center	Legal Entity	02282
14	3	Child and Family Guidance Center	Legal Entity	02283
15	2	Children's Institute, Inc.	Legal Entity	02286
16	5	Clevert S. King, Ph.D.	Assessor	01318
17	1	Community Counseling Service (Amanecer)	Legal Entity	02288
18	4	Community Family Guidance Center	Legal Entity	02289
19	4	Counseling & Research Associates	Legal Entity	02104
20	3	Counseling4Kids	Legal Entity	02290
21	5	David & Margaret Home, Inc.	Legal Entity	02291
22	5	David M. McCully, LCSW	Assessor	02238
23	All	Devereux California	Legal Entity	02292
24	2	Didi Hirsch Psychiatric Service	Legal Entity	02293
25	4	Dildax Corporation	Pharmacy	01887
26	2	Drew Child Development Corporation	Legal Entity	02294
27	3	Dubnoff Center for Child Development and Educational Therapy, Inc.	Legal Entity	02295
28	5	D'Veal Corporation	Legal Entity	02105
29	3	El Camino Pharmacy	Pharmacy	01678
30	1	El Centro Del Pueblo	Legal Entity	02297
31	5	El Dorado Community Service Center	LE Oganizational	02298
32	4	Emergency Ambulance Service, Inc.	Ambulance Svce.	02057
33	5	Enki Health & Research Systems, Inc.	Legal Entity	02300
34	1	Ettie Lee Homes, Inc.	Legal Entity	02302
35	2	Exodus Recovery, Inc.	Legal Entity	02303
36	1	Florence Crittenton Center	Legal Entity	02307
37	Out of County	Florence Crittenton Services for Children & Families, Inc.	Legal Entity	02308
38	5	Foothill Family Service	Legal Entity	02309
39	4	For the Child, Inc.	Legal Entity	02310
40	1	Gateways Hospital & Mental Health Center	Legal Entity	02311
41	2	Gay and Lesbian Adolescent Social Services, Inc.	Legal Entity	02312
42	3	Hamburger Home	Legal Entity	02313
43	4	Harbor View Rehabilitation Center (Sunbridge)	Legal Entity	02106
44	5	Hathaway-Sycamores Child and Family Services	Legal Entity	02314
45	4	Healthview Inc.	Legal Entity	02316
46	4	Helpline Youth Counseling, Inc.	Legal Entity	02317
47	5	Heritage Clinic	Legal Entity	02318

MHSA Master Agreement List

No.	State District	Contractor	Type of Contract	Contract No.
48	5	Hillsides	Legal Entity	02319
49	3	Hillview Mental Health Center, Inc.	Legal Entity	02320
50	4	Homes for Life Foundation	Legal Entity	02321
51	2	Institute for Multicultural Counseling & Education Services, Inc.	Legal Entity	02322
52	5	Institute for The Redesign of Learning	Legal Entity	02323
53	1	Intercommunity Child Guidance Center	Legal Entity	02324
54	2	Kedren Community Health Center, Inc.	Legal Entity	02327
55	3	Kids First Foundation	Legal Entity	02328
56	2	Koreatown Youth & Community Center	Legal Entity	02329
57	2	Lamp Community	Legal Entity	02330
58	5	Life Peace Counseling Services, Inc.	Ind. FFS provider	23557
59	All	Lisa Wulkan, LCSW	Assessor	02263
60	All	Lorah L. Joe	Assessor	02228
61	2	Los Angeles Child Guidance Clinic	Legal Entity	02332
62	3	Los Angeles Orphans Home Society	Legal Entity	02109
63	1	Los Angeles Unified School District (97th St. Clinic)	Legal Entity	02335
64	5	McKinley Children's Center	Legal Entity	02337
65	2	Memorial MediCal Center Pharmacy	Pharmacy	02153
66	3	Meyers Pharmacy	Pharmacy	02154
67	4	National Mental Health Association of Greater Los Angeles	Legal Entity	02339
68	3	Ocean Park Community Center	Legal Entity	02341
69	1	Olympic Pharmacy	Pharmacy	01689
70	5	Pacific Clinics	Legal Entity	02343
71	2	Para Los Ninos	Legal Entity	02345
72	2	Parenting Institute Incorporated	LE Oganizational	02346
73	5	Pasadena Unified School District	Legal Entity	02348
74	3	Penny Lane Centers	Legal Entity	02114
75	3	Phoenix Houses of Los Angeles, Inc.	Legal Entity	02115
76	2	Portals	Legal Entity	02351
77	2	Prototypes, Centers for Innovation in Health, Mental Health and Social S	Legal Entity	02352
78	4	Providence Community Services (Aspen)	Legal Entity	02272
79	5	Rosemary Children's Services	Legal Entity	02353
80	3	San Fernando Valley Community Mental Health Center, Inc.	Legal Entity	02354
81	5	San Garbiel Children's Center, Inc.	Legal Entity	02355
82	2	SHIELDS For Families, Inc.	Legal Entity	02120
83	1	Skid Row Development Corporation	Basic Living	02045
84	5	Social Model Recovery Systems, Inc.	Legal Entity	02357
85	4	South Bay Children's Health Center Association, Inc.	Legal Entity	02358
86	2	South Central Health & Rehabilitation Program	Legal Entity	02359
87	1	Special Service for Groups	Legal Entity	02360
88	1	St. Anne's	Legal Entity	02361
89	3	St. John's Child and Family Development Center	Legal Entity	12362
90	4	Star View Adolescent Center, Inc.	Legal Entity	02122
91	3	Step Up on Second	Legal Entity	02123
92	3	Tarzana Treatment Centers, Inc.	Legal Entity	02124
93	4	Telecare Corporation	Legal Entity	02125
94	5	The Children's Center of the Antelope Valley	Legal Entity	02364
95	4	The Guidance Center	Legal Entity	02365

MHSA Master Agreement List

Not	Step	Contractor	Type of Contract	Contract No.
No.	Date			
96	3	The Help Group Child & Family Center	Legal Entity	02366
97	2	The Village Family Services	Legal Entity	02367
98	2	Transitional Living Centers	Legal Entity	02370
99	1	Trinity Youth Services	Legal Entity	02372
100	5	Verdugo Mental Health	Legal Entity	02374
101	1	VIP Community Health Center, Inc.	Legal Entity	02375
102	2	Vista del Mar Child and Family Services	Legal Entity	02376
103	8	Yee's Prescription Pharmacy (RXTS Drug Company)	Pharmacy	01693