

Solano County Health & Social Services Department



Mental Health Services
Public Health Services
Substance Abuse Services
Older & Disabled Adult Services

Eligibility Services
Employment Services
Children's Services
Administrative Services

Patrick O. Duterte, Director

DATE: April 13, 2009

TO: Michael Oprendek
Mental Health Director

THROUGH: Jayleen Richards *JWR*
Senior Health Services Manager, Mental Health Services Act

FROM: Megan Richards *MR*
Project Manager, Prevention and Early Intervention

RE: RFP #G099-0223-09 Review Panel Recommendations

*Good Job
info 4/13/09*

Recommendation: Approve award of up to \$421,729 to Solano County Office of Education and \$114,271 to Vacaville Unified School District annually (adjusted for inflation), as recommended by the Review Panel and fiscal review for RFP #G099-0223-09 for the Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) School-Age Project.

Source of funding: Solano County Health & Social Services Mental Health Service Act Prevention and Early Intervention funds.

Individual agencies and funding amount recommendations are as follows:

AGENCY	FY 2009/10	FY 2010/11	FY 2011/12	TOTAL
Solano County Office of Education	\$421,729	\$434,381	\$447,412	\$1,303,522
Vacaville Unified School District	\$114,271	\$117,699	\$121,230	\$353,200
Subtotal:	\$536,000	\$552,080	\$568,642	\$1,656,722

Note: The actual funding is contingent on approval of County Counsel and establishment of fully executed contracts with County of Solano. No work can begin prior to contract execution. Contracted funding is also contingent upon the continued availability of MHSA PEI funds.

Summary:

Solano County Health & Social Services Mental Health Division completed an extensive community planning process in response to the Mental Health Services Act (MHSA) Prevention and Early Intervention (PEI) Community Planning Guidelines. Solano County's MHSA PEI plan was approved by the California Department of Mental Health (DMH) and the Mental Health Services Oversight and Accountability Commission (MHSOAC) on September 9, 2008.

The school age component of the MHSA PEI plan, targeting school age youth at risk for school failure or in early involvement with the juvenile justice system, was consolidated in Request for

Proposal (RFP) # G099-0223-09. A Review Panel and fiscal review process created recommendations for funding based on Proposals received in response to this RFP. Solano County Health & Social Services Mental Health Division is responsible for administration of the School Age Project.

Financing:

Funding for these awards is provided by MHSA PEI funds that are requested annually from the California Department of Mental Health.

The funding for this project is \$536,000 annually for three years (adjusted each year for inflation) for a total funding amount of \$1,656,722. Contracted funding is contingent upon continued availability of MHSA PEI funds.

Background/Discussion:

The MHSA PEI Community Planning Process identified school age youth as a target population for mental health prevention and early intervention services. Work groups addressing children at risk for school failure and children at risk of experiencing juvenile justice involvement identified best practice and evidence based prevention and early intervention strategies outlined in the MHSA PEI plan, including: a school based targeted student assistance program to address the needs of students grades 4-8 at risk of school failure due to social/emotional issues; and an educational liaison to juvenile probation multi-disciplinary teams for secondary students who have had their first contact with the juvenile justice system.

Both of these strategies, along with a system-wide coordination function were solicited in RFP #G099-0223-09.

RFP Process, Review Panel Recommendations:

Request for Proposals (RFP) #G099-0223-09 was released on February 23, 2009 with Proposals due on March 23, 2009. A mandatory Applicant Conference was held on March 2, 2009. Questions and answers from the Applicant Conference were distributed to the attendees and posted on the Solano County website on March 5, 2009.

The Applicants, services proposed, and amounts requested are as follows:

Applicant	Services Proposed			Amount Requested Annually (based on Yr 1)
	Liaison to Multidisciplinary Teams (MDTs)	School Based Targeted Assistance	System-wide Coordination	
Benicia Unified School District		X		\$79,415
Solano County Office of Education	X			\$80,400
Solano County Office of Education		X		\$375,200
Solano County Office of Education			X	\$80,400
Solano County Office of Education	X	X	X	\$536,000
Vacaville Unified School District	X	X		\$139,271
Vallejo Unified School District	X	X	X	\$239,619

All seven proposals were forwarded to a four-member Review Panel, composed of a mental health clinician, a supervising juvenile probation officer, and two experts in school based mental health. The Review Panel individually scored each proposal on its own merits. The Review Panel met on March 31, 2009 and discussed the Proposals. Final scores were assigned and averaged to rank Proposals. Review Panel recommendations were made for Agencies to fund and funding amounts. These are summarized in the following table:

Applicant by Rank	Average Score Score out of 100	Funding Amount Annually	Recommendation Summary	Comments
1. Vacaville Unified School District	82.0	\$114,271	Recommended full funding for school based targeted assistance. Not recommended for funding for liaison to MDTs.	Good community involvement and building on what is already happening. Did not address system-wide MDTs.
2. Vallejo Unified School District	81.25	\$124,271	Recommended for reduced funding for school based targeted assistance. Not recommended for funding for liaison to MDTs or system-wide coordination.	Good community involvement approach with cultural competency. Budget not consistent with services proposed. Did not address system-wide MDTs or system-wide coordination.
3. Solano County Office of Education—Liaison to MDTs	80.75	\$80,400	Recommended for full funding for liaison to MDTs with qualifications.	Good approach to system-wide MDTs. Budget revision should be addressed in contract negotiations to fund a full time person who can work with each school districts' MDT or probationary team and the overall county MDT.
4. Solano County Office of Education—System-wide Coordination	80.5	\$80,400	Recommended for full funding for system-wide coordination.	Well positioned to provide county-wide coordination to the overall project.
5. Solano County Office of Education—School Based Targeted Assistance	80.5	\$136,658	Recommended for reduced funding for school districts not funded.	Well positioned to address the needs of districts that did not apply for or receive funding to provide a county-wide effort.
6. Solano County Office of Education—All services	79.75		Funding recommendations for individual services were addressed in each service Proposal recommendation.	See comments above.
7. Benicia Unified School District	69.5		Not recommended for funding.	Not the best fit for the services solicited in the RFP.

The Review Panel recommended school based targeted assistance be provided in Vacaville and Vallejo by their own school districts, and the Solano County Office of Education provide school based targeted assistance in other districts commensurate with need. The Review Panel also recommended the Solano County Office of Education provide educational liaison to multidisciplinary teams and system-wide coordination county-wide.

To supplement their findings, the Review Panel made comments and suggestions that will be useful to staff in working with Applicants to develop finalized budgets, scopes of work, evaluation plans, and contracts. The Proposals will represent the starting point for contract negotiations and the finished products will be developed by working closely with the Applicants over the contract development period.

Proposals that were recommended for funding by the Review Panel were submitted to H&SS Administration for fiscal capability and expenditure plan review. These are summarized in the following table:

Applicant by Rank	Average Score (out of 30)	Comments
1. Vacaville Unified School District	23	Applicant submitted audited financial statements (FY07/08, FY 06/07) with unqualified/clean opinion. Based on audited financial statements, Applicant appears solvent and has very high current ratio. Adequacy of Applicant's internal control system cannot be reasonably determined due to limited information. Reasonable cost estimates for project.
2. Solano County Office of Education	19	Applicant submitted audited financial statements (FY07/08, FY06/07) with unqualified/clean opinion. Based on audited financial statements, Applicant appears solvent with good current ratio. Adequacy of Applicant's internal control system cannot be reasonably determined due to limited information. Proposed staffing level and cost may not be reasonable to run services proposed. Issues related to staffing level and cost should be addressed during contract negotiations.
4. Vallejo Unified School District	6	Applicant did not appear to be financially stable or have the proper internal controls to manage a contract based on independent auditor's report on their audited financial statements for FY 06/07 and FY 07/08, including their A-133 audit. Not recommended for funding based on documentation provided.

The fiscal review was based on a review of the Applicant's audited financial statements for FY 06/07 & FY 07/08, the budget proposal, staffing, and cost justifications. Although an Applicant may have demonstrated a high level of solvency during the audited fiscal years, the fiscal review could not attest to the Applicant's current financial stability. All Applicants rely heavily on property tax revenues as well as federal and state funding. Due to the current economic downturn, there is a high probability that these funding sources are heavily impacted. The impact of the probable significant decline in revenues was not included as a scoring factor.

Taking into account both the recommendations by the Review Panel and the fiscal review, it is recommended that Vacaville Unified School District receive \$114,271 annually adjusted for inflation to provide school based targeted assistance in their district, and Solano County Office

of Education receive \$421,729 annually adjusted for inflation to provide an educational liaison to multidisciplinary teams, system-wide coordination, and school based targeted assistance in districts that did not apply for or receive funding.

The next steps and tentative timeline are:

Director of Mental Health's approval of awards of funding	April 10
Negotiate contracts and finalize budgets, scopes of work, and evaluation plans	April 13-May 5
Notice of awards of funding to Local Mental Health Board	April 21
Board item to Health & Social Services Administration	May 12
Board item to County Administrator's Office	May 26
Contracts to Board of Supervisors	June 9
Notification of awards	June 9
Services begin	July 1, 2009

Alternatives:

The H&SS Mental Health Director has the option of approving the Review Panel and fiscal review recommendations as offered or overriding/changing any or all of the recommendations. In addition, the Mental Health Director may make recommendations for contract negotiations.

Other Agency Involvement:

Per the guidelines of the MHSA PEI Community Planning, many community agencies and schools were involved in drafting the MHSA PEI School Age Project on which this RFP was based, including law enforcement, probation, school districts, Solano County Office of Education, community agencies, family resource centers, and family members of students referred for student support services.

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