



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
Health System



**DATE:** February 21, 2013  
**BOARD MEETING DATE:** March 26, 2013  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority

**TO:** Honorable Board of Supervisors

**FROM:** Jean S. Fraser, Chief, Health System  
Stephen Kaplan, Director, Behavioral Health & Recovery Services

**SUBJECT:** Agreement with Raja Balupari doing business as Adroit Technologies, Inc.

**RECOMMENDATION:**

Adopt a Resolution authorizing an agreement with Raja Balupari doing business as Adroit Technologies, Inc. for the provision of technical support services for Behavioral Health and Recovery Services, for the term of April 1, 2013 through June 30, 2014, in an amount not to exceed \$201,200.

**BACKGROUND:**

In November 2012 Behavioral Health and Recovery Services (BHRS) released a Request for Proposals (RFP) to select a provider to perform Report Writer-Database Programmer activities. Raja Balupari doing business as Adroit Technologies, Inc. was selected to provide these specialized services. Mr. Balupari has been providing these services to BHRS for the last year and thus has extensive experience with Avatar reports. Information Services Department (ISD) participated in the RFP and selection of Mr. Balupari.

**DISCUSSION:**

Avatar, the BHRS Electronic Health Record software, enables BHRS to collect a great deal of data on our services. However, to turn that data into information, we must define and generate reports. These reports provide information to our front line staff that they use in their work, provide information to our billing and accounting departments, and enable us to improve the efficiency and effectiveness of our client services. BHRS does not have in-house staff with the skills and time that can be dedicated to developing and maintaining the additional reports needed on an on-going basis.

Behavioral Health and Recovery Services (BHRS) requests your Board to authorize the Chief of the Health System or designee to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate), and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

The agreement and Resolution have been reviewed and approved by County Counsel as to form. The contractor insurance certification requirements were waived by Risk Management.

The contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to insurance, hold harmless, non-discrimination and equal benefits.

The agreement contributes to the Shared Vision 2025 outcome of a Healthy Community by providing online reports to support clinical supervision and timely billing services. The services provided through this agreement contribute to this measure. It is anticipated that 90% of the reports will be completed by the scheduled due date.

**Performance Measure:**

<b>Measure</b>	<b>FY 2012-13 Estimated</b>	<b>FY 2013-14 Projected</b>
Reports completed by the scheduled due date	90%	90%

**FISCAL IMPACT:**

The term of the Agreement is April 1, 2013 through June 30, 2014. The maximum obligation is \$201,200. Of that amount, \$40,240 will be for services provided in FY 2012-13, and \$160,960 will be for services provided in FY 2013-14. The payment provisions and levels of service in the agreement are essentially the same as the prior agreement. These services are 100% funded through 1991 Realignment. There is no Net County Cost. Funds for these services have been included in the BHRS Adopted FY 2012-13 Budget.