



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



**Date:** July 15, 2013  
**Board Meeting Date:** September 10, 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:** Amendment to the agreement with Prins, Williams Analytics, LLC

**RECOMMENDATION:**

Adopt a Resolution waiving the Request for Proposals process and authorizing an amendment to the agreement with Prins, Williams Analytics, LLC to provide research and evaluation services, extending the term through December 31, 2013, and increasing the amount by \$134,766 to an amount not to exceed \$404,299.

**BACKGROUND:**

On June 5, 2012 your Board approved an agreement for a maximum obligation of \$269,533 with Prins, Williams Analytics, LLC (PWA) for the term July 1, 2012 through June 30, 2013. Behavioral Health and Recovery Services (BHRS) contracted with PWA to provide research, analysis, and evaluation services.

**DISCUSSION:**

PWA was asked to take on a data collection and review project for BHRS in addition to the anticipated scope of work of the contract. This project involves the development of a robust database and other deliverables necessary for BHRS to monitor program outcomes and success. Although the expected completion of this project was June 30, 2013, unforeseen programming issues delayed the completion date and has pushed back final release of the database to December 2013. Potentially switching to a new provider for these services at this time will be very disruptive to the completion of this project. BHRS is requesting to extend the RFP for research and evaluation services for an additional six months to allow for this project to be completed and tested, to ensure successful implementation. BHRS has released the RFP for research and evaluation services and intends to select a provider with services to start in January 2014.

The amendment and Resolution have been reviewed and approved by County Counsel as to form. Contractor meets insurance certification requirements.

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. This agreement is on the Continuing Resolution.

The amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by providing research and evaluation services to evaluate the quality, utilization, and need of mental health and co-occurring services for BHRS clients. BHRS provides a range of services to promote wellness and recovery and to support consumers remaining in the lowest possible level of care. The provision of research and evaluation services is a function needed to ensure the quality of services provided by BHRS. It is anticipated that 100% of the data performance products provided by contractor will be completed within a timeframe mutually agreed upon by County and contractor.

**PERFORMANCE MEASURE(S):**

Measure	FY 2012-13 Estimate	FY 2013-14 Projected
Percentage of data performance products provided in time frame mutually agreed upon by County and contractor	90%	100%

**FISCAL IMPACT:**

The term of the amended agreement is July 1, 2012 through December 31, 2013. The agreement maximum is being increased by \$134,766, to a new maximum of \$404,299. Of the increase, Medi-Cal will fund \$48,516, Substance Abuse and Mental Health Services Administration (SAMHSA) grant funds will fund \$22,910, Mental Health Services Act will fund \$39,082 and 1991 Realignment will fund \$24,258. There is no Net County Cost. The payment provisions and levels of service in the agreement are essentially the same as the prior agreement. Funds for these services will be included in the BHRS FY 2013-14 Recommended Budget.