

REQUEST FOR LEGISLATIVE ACTION

Completed by County Counselor's Office:

Res/Ord No.: 18833

Sponsor(s): Dennis Waits

Date: May 18, 2015

<p>SUBJECT</p>	<p>Action Requested <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Ordinance</p> <p>Project/Title: <u>Awarding a Twelve Month Term and Supply Contract, with three twelve month options to extend, for the furnishing of Outpatient Substance Abuse Treatment Services for Drug Court Clients of the Jackson County, Missouri Prosecuting Attorney's Office to Heartland Center for Behavioral Change of Kansas City, Missouri under the terms and conditions of Request for Proposal No. 7-15.</u></p>														
<p>BUDGET INFORMATION <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td style="text-align: right;">\$</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required) <input checked="" type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract: Department: Prosecuting Attorney's Office Estimated Use: \$850,000.00</p> <p>The RLA only approves the Term and Supply Contract; the funds were already appropriated through the annual budget adoption. Figures included in the background section are for informational purposes to provide an estimate of the contract value.</p> <p>Prior Year Budget (if applicable): \$960,000.00 Prior Year Actual Amount Spent (if applicable): \$960,000.00</p>	Amount authorized by this legislation this fiscal year:	\$	Amount previously authorized this fiscal year:	\$	Total amount authorized after this legislative action:	\$	Amount budgeted for this item * (including transfers):	\$	Source of funding (name of fund) and account code number:					
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<p>PRIOR LEGISLATION</p>	<p>Prior ordinances and (date): Prior resolutions and (date): 16986 dated 8/10/2009; and 18540 dated 6/9/2014</p>														
<p>CONTACT INFORMATION</p>	<p>RLA drafted by (name, title, & phone): Barbara Casamento, Purchasing Supervisor, 881-3253</p>														
<p>REQUEST SUMMARY</p>	<p>The Prosecuting Attorney's Office requires a Term and Supply Contract to provide Outpatient Abuse Treatment Services for Drug Court Clients. The Purchasing Department issued Request for Proposal No. 7-15 in response to those requirements.</p> <p>A total of ten notifications were distributed and one response was received and evaluated as follows:</p> <p>Heartland Center for Behavioral Change, Kansas City, Missouri</p> <table> <tr> <td>Responsiveness</td> <td style="text-align: right;">5 Points</td> </tr> <tr> <td>Understanding of Scope of Services</td> <td style="text-align: right;">18 Points</td> </tr> <tr> <td>Experience, Expertise and Qualifications</td> <td style="text-align: right;">27 Points</td> </tr> <tr> <td>Implementation Schedule</td> <td style="text-align: right;">5 Points</td> </tr> <tr> <td>Cost</td> <td style="text-align: right;">25 Points</td> </tr> <tr> <td>References</td> <td style="text-align: right;">10 Points</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">90 Points</td> </tr> </table>	Responsiveness	5 Points	Understanding of Scope of Services	18 Points	Experience, Expertise and Qualifications	27 Points	Implementation Schedule	5 Points	Cost	25 Points	References	10 Points	Total	90 Points
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	Pricing is as follows: Individual Counseling \$ 65.00 Group Counseling \$148.96 Assessment \$120.00 Pursuant to Section 1054.6 of the Jackson County Code, the Director of Finance and Purchasing recommends the award of a Term and Supply Contract for Outpatient Substance Abuse Treatment Services for Drug Court Clients of the Jackson County, Missouri Prosecuting Attorney's Office to Heartland Center for Behavioral Change of Kansas City, Missouri as the lowest and best proposal received.	
CLEARANCE	<input checked="" type="checkbox"/> Tax Clearance Completed (Purchasing & Department) <input checked="" type="checkbox"/> Business License Verified (Purchasing & Department) <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)	
ATTACHMENTS	The Abstract of Bids Received, an Award Recommendation Memorandum from Mr. Craig Reich of the Prosecuting Attorney's Office and the pertinent pages of Heartland Center for Behavioral Change's proposal.	
REVIEW	Department Director:	Date: 5/5/15 <i>Juan Peters Baker</i>
	Finance (Budget Approval): <i>If applicable</i>	Date: 5/6/15 <i>N/A Mary Rasmussen</i>
	Division Manager:	Date: 5/12/15 <i>Mary Lou Brown</i>
	County Counselor's Office:	Date:

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the _____ Fund in _____.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # _____
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

ABSTRACT OF BIDS

BID NO: 7-15 DATE: 3/24/2015 COMMODITY: Outpatient Substance Abuse Treatment		Heartland Center for Behavioral Health	AMOUNT	AMOUNT	AMOUNT	AMOUNT	AMOUNT
NO	DESCRIPTION	UNIT	QTY	AMOUNT	AMOUNT	AMOUNT	AMOUNT

See Proposal

See Proposal

CERTIFICATION OF BID OPENING
 BIDS WERE PUBLICLY
 OPENED AND RECORDED

ON: March 24, 2015, BY

[Signature]

CLERK OF THE LEGISLATURE

Barbara Jayamede
 PURCHASING

Barbara J. Casamento

From: Craig A. Reich
Sent: Thursday, April 30, 2015 1:30 PM
To: Barbara J. Casamento
Cc: Angela C. Gravino
Subject: Request for Proposal No. 7-15 Outpatient Substance Abuse Treatment

See below;

Responsiveness	5
Scope of Service	18
Experience, Expertise and Qualifications	27
Implementation Schedule	5
Cost	25
References	10

Since Heartland Center for Behavioral Health was the only treatment provider to submit a bid, I recommend that the contract for Drug Treatment for Drug Court be awarded to them.

If you need anything else, let me know

Thanks

Craig A. Reich
Database Administrator
Jackson County Drug Court
425 E. 12th Street
10th Floor
Kansas City, MO 64106
(816)881-3536
FAX (816)881-3577
creich@jacksongov.org

The most important thing in life is to be yourself.
UNLESS you can be Batman!
ALWAYS BE BATMAN!!!

QUOTATION SHEET

The Respondent shall provide a firm, fixed price for the services described in this Request for Proposal. The Respondent shall provide one price for each session of group counseling and one price for each unit of individual counseling for Outpatient and Intensive Outpatient, as well as a price for Assessment. The pricing for other clients that do not fit into the Drug Court Model will be the same.

Normally individual sessions will be provided in units of one hour with a minimum of forty-five minutes for face-to-face discussion with the client and fifteen minutes for documentation. There are circumstances where increments of an individual session may be appropriate, such as a thirty minute sessions, etc. These situations should be pre-approved by the Program Administrator. Groups are also provided in units of one hour with forty-five minutes of face-to-face contact and fifteen minutes for documentation. Additional case management hours are not billable under this Request for Proposal. Time required for treatment team staffing, other documentation, or Court appearances are not billable under this Request for Proposal and shall not be figured into the overall price.

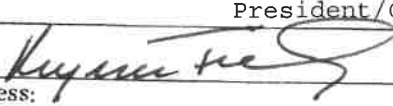
The Jackson County Drug Court makes no guarantee of the number of units purchased under this contract/agreement or the amount of dollars expended. The Contractor shall provide services on an as needed, if needed basis, as authorized by the Jackson County Drug Court and/or the Prosecuting Attorney's Office.

The Jackson County Drug Court has specific funding available for treatment described in the Scope of Services. The chart below represents the number of groups and individuals per person, per phase and treatment level. Of the average 300 active cases maintained in Drug Court, approximately 2/3 are expected to be served in Outpatient and 1/3 in Intensive Outpatient. Sanction Group requirements are assigned by the Court as part of Graduated Sanctions and depend on client participation. The Respondent can estimate that in addition to the basic treatment and additional group units per year will be used in applying sanctions. The figures are estimates only; there are no guarantees on the number of cases.

The figures below represent the average estimated units of service per month used in Drug Court for the past year, keeping in mind that group counseling will be billed as per session as opposed to per unit.

ESTIMATED

No.	Description	Number of Units	Cost per Unit/Session
01	Individual Counseling	670	\$ 65.00
02	Group Counseling	3573	\$148.96
03	Assessment	31	\$120.00

Company Name: Heartland Center for Behavioral Change	Web Site Address:
Person Authorized to Sign Bid: Myrna Trickey	heartlandcenterforchange.org
Title: President/CEO	Telephone Number: 816-421-6670
Signature: 	Email Address:
Street Address: 1730 Prospect Avenue, Suite 100	mtrickey@heartlandcbc.org
City, State and Zip Code: Kansas City, MO 64127	Fax Number: 816-421-4701