



Office of the City Manager

CONSENT CALENDAR
June 30, 2020

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Lisa Warhuus, Director, Health, Housing & Community Services
Subject: Contract Amendment with BOSS for Representative Payee services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute a contract amendment with vendor Building Opportunities for Self-Sufficiency (BOSS) to provide Representative Payee services. The amendment will add \$100,000 to the current contract and extend it through June 30, 2021 for a total contract not to exceed amount of \$200,000.

FISCAL IMPACTS OF RECOMMENDATION

Funds for the scope of work in the amount of \$100,000 will be provided from ERMA GL Code 315-51-503-526-2017-000-451-636110.

CURRENT SITUATION AND ITS EFFECTS

Berkeley Mental Health (BMH) issued a Request for Proposals for Representative Payee services on June 14, 2018, and BOSS was selected as the most responsive responsible bidder. They have provided Representative Payee services for BMH clients since March 1, 2019, and have acted in a satisfactory capacity. Before the current contract began, BMH provided representative payee services to approximately 90 clients through the Alameda County Substitute Payee Program (ACSPP). Although ACSPP acted as payee, they did not have direct contact with clients, with BMH staff acting as intermediaries. Providing these services detracted from BMH's core mission of providing outpatient mental health services which emphasize client needs, strengths, choices and empowerment. Moreover, providing these services altered the relationship between clients and clinicians, introducing angst and potentially damaging the rapport and trust necessary to produce healthy outcomes.

This recommendation entails extending the term of the current contract for one year and increasing the contract limit to reflect the additional time added. Current Contract No. 31900132 ends on June 30, 2020, and the requested amendment would extend the term through June 30, 2021, adding \$100,000 for a total Not to Exceed (NTE) amount of \$200,000. The current payment terms and scope of work would not change.

BACKGROUND

On May 26, 2015, City Council approved the MHSA FY14/15-16/17 Three Year Program and Expenditure Plan. In this Plan, the Division proposed to use a portion of CSS System Development Funds to provide Sub-Representative Payee Services, to be acquired through a competitive Request for Proposal (RFP) process. On January 21, 2020 by Resolution No. 69,249-N.S., the City Council authorized the City Manager to amend contract No. 31900132 to increase the contract limit to \$100,000 and extend the term through 06/30/2020.

The State of California MHSA provides funding for local mental health services and supports. City of Berkeley MHSA Three Year Program and Expenditure Plans (Three Year Plans) and Annual Updates, details the uses of local MHSA funds. Development of local MHSA Three Year Plans and Annual Updates require community program planning, writing a draft plan, providing a 30-day public review, and conducting a public hearing at the Mental Health Commission.

The development of the MHSA FY20/21 – 22/23 Three Year Plan is currently underway and will be on the City Council Agenda in October 2020. The proposed Three Year Plan will include continued funding to BOSS for Representative Payee Services.

Given unforeseen delays due to Covid-19, that have occurred (and may likely continue to occur in the near future), we are requesting the approval of these contract amendments prior to the approval of the MHSA FY20/21 – 22/23 Three Year Plan to prevent disruption to these important services and delays in paying contractors.. This will assist Contractors who may be experiencing financial hardships during this time as a result of Covid-19. Funding for these services and supports has been included in the FY21 Budget.

A representative payee is a person or organization appointed by the Social Security Administration to receive the Social Security or Supplemental Security Income benefits for anyone who is unable to manage or direct the management of his or her benefits. A payee's main duties are to use the benefits to pay for the current and future needs of the beneficiary, and properly save any benefits not needed to meet current needs. A payee must also keep records of expenses. When a regulatory agency requests a report, a payee must provide an accounting of how he or she used or saved the benefits.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental impacts or opportunities associated with the action recommended in this report.

RATIONALE FOR RECOMMENDATION

BOSS has additional capacity and specialized practices in administering a representative payee program, not only providing an enhanced level of service to

consumers, but also permitting BMH clinicians to focus exclusively on their clients' other mental health needs.

ALTERNATIVE ACTIONS CONSIDERED

As an alternative action, Council could instead direct staff to circulate a new RFI or formal Request for Proposals to competitively solicit a different vendor.

CONTACT PERSON

Conor Murphy, Assistant Management Analyst, HHCS, 510-981-7611

Steven Grolnic-McClurg, Manager of Mental Health Services, HHCS, 510-981-5249

Attachments:

1: Resolution:

RESOLUTION NO. ##,###-N.S.

CONTRACT AMENDMENT WITH BUILDING OPPORTUNITIES FOR SELF-SUFFICIENCY FOR REPRESENTATIVE PAYEE SERVICES

WHEREAS, Mental Health Services Act (MHSA) funds are allocated to mental health jurisdictions across the state for the purposes of transforming the mental health system into one that is consumer and family driven, culturally competent, wellness and recovery oriented, includes community collaboration, and implements integrated services; and

WHEREAS, on May 26, 2015 by Resolution No. 67,026-N.S., the City Council authorized the City Manager to approve the MHSA Fiscal Years 2015 through 2017 Three Year Program and Expenditure Plan; and

WHEREAS, within the City Council approved MHSA Fiscal Years 2015 through 2017 Three Year Program and Expenditure Plan was the goal of contracting with a community based organization to provide Representative Payee Services; and

WHEREAS, on May 29, 2018 City Council approved the Finance Department's request to issue a Request for Proposals for Representative Payee Services; and

WHEREAS, the City of Berkeley's Mental Health Division issued a Request for Proposals for Representative Payee Services, and selected Building Opportunities for Self-Sufficiency as the vendor; and

WHEREAS, on February 26, 2019 by Resolution No. 68,768-N.S., the City Council authorized the City Manager to execute contract No. 31900132 with Building Opportunities for Self Sufficiency for Representative Payee services; and

WHEREAS, on January 21, 2020 by Resolution No. 69,249-N.S., the City Council authorized the City Manager to amend contract No. 31900132 with Building Opportunities for Self Sufficiency for Representative Payee services; and

WHEREAS, Building Opportunities for Self-Sufficiency has been the vendor for Representative Payee services for the City of Berkeley since March 1, 2019, and has acted in a satisfactory capacity; and

WHEREAS, funds are available in the current budget year in ERMA GL Code 315-51-503-526-2017-000-451-636110-.

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Berkeley that the City Manager or her designee is authorized to execute a contract amendment with Building Opportunities for Self-Sufficiency for Representative Payee services through June 30, 2021 in an amount not to exceed \$200,000. A record signature copy of said contract and any amendments to be on file in the City Clerk Department.