



Office of the City Manager

CONSENT CALENDAR
March 28, 2017

To: Honorable Mayor and Members of the City Council
 From: *DWR* Dee Williams-Ridley, City Manager
 Submitted by: Paul Buddenhagen, Director, Health, Housing & Community Services
 Subject: Contract: Optimas Services, Inc. for Consultant Services for MediCal Administrative Activities and Targeted Case Management Programs.

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to enter into a contract and any amendments with Optimas Services, Inc. for consultant services to the Health, Housing & Community Service Department for MediCal Administrative Activities and Targeted Case Management programs for a period not to exceed one year for an amount not to exceed \$60,000.

FISCAL IMPACTS OF RECOMMENDATION

Funds in the amount of \$60,000 are available for this contract in the Housing & Community Services Department budget (budget code 056-7923-463.30-38) and will be appropriated as part of the Second Amendment to the FY2017 Annual Appropriations Ordinance. The contract has been entered into the citywide contract database and assigned CMS No. F7D8J.

CURRENT SITUATION AND ITS EFFECTS

At its October 18, 2016 meeting, the City Council authorized releasing a Request for Proposals (RFP) for MediCal Administrative Activities (MAA)/Targeted Case Management (TCM) consultant. The MAA and TCM programs are administered by the State of California Department of Health Care Services.

The California Department of Health Care Services has modified claiming plan and cost reporting instructions, time study guidelines, and audit procedures in recent years. Additionally, the City is designated as a "Local Government Agency (LGA)" and has a designated role to fill, the LGA Coordinator. The LGA Coordinator role is currently vacant, and the HHCS Department is seeking assistant on how to best fulfill this role. Staff recommend the hiring of a consultant to review claiming plan and cost reports, time study practices and results, and recommend best method to fulfill the LGA Coordinator role/requirements.

BACKGROUND

The Health, Housing & Community Services Department provides a broad range of public health and community health services to the community, with the goals of promoting healthy environments and behaviors, protecting residents from disease, and preventing illness, disability, and premature death. MAA and TCM funding support this critical work by helping program efforts to enroll community members into MediCal; assist them with access to MediCal services; and provide critical case management services to Berkeley residents.

On November 9, 2016, the City released an RFP for consultant services for MediCal Administrative Activities and Targeted Case Management program, Specification No. 17-11088-C. The City received proposals from two qualified vendors, Optimas Services, Inc. and NLeader Group. Both firms have extensive experience in MAA and TCM analysis with many public sector clients. Optimas was selected based on the strength of its proposal, experience in the tasks specified in the RFP, and its client references.

ENVIRONMENTAL SUSTAINABILITY

There are no environmental effects directly associated with this consultant contract.

RATIONALE FOR RECOMMENDATION

After carefully reviewing the proposals submitted and contacting references, staff recommend Optimas Services, Inc. to provide the services needed to improve the MAA and TCM programs. Consultants with specialized knowledge in MAA and TCM, such as expertise with funding requirements and experience with current best practices will provide critical support to supplement City staff work. Having both City staff and consultants with relevant expertise review the MAA and TCM programs will help ensure the City maximizes resources to the Berkeley community while adhering to funder guidelines to protect the City against risk.

ALTERNATIVE ACTIONS CONSIDERED

The City could contract with NLeader Group or not contract with any MAA/TCM consultant. However, these approaches are not recommended at this time for the reasons outlined above.

CONTACT PERSON

Leah Talley, Manager of Aging Services, HHCS, (510) 981-5178

Attachments:

1: Resolution

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

CONTRACT: OPTIMAS SERVICES, INC TO PROVIDE CONSULTANT SERVICES TO THE HEALTH, HOUSING & COMMUNITY SERVICES DEPARTMENT FOR MEDICAL ADMINISTRATIVE ACTIVITIES AND TARGETED CASE MANAGEMENT PROGRAMS

WHEREAS, the City's MediCal Administrative Activities (MAA) and Targeted Case Management (TCM) programs provide critical support to Berkeley residents by supporting City program efforts to enroll community members into MediCal; assist their access to MediCal services; and provide critical case management services to Berkeley residents; and

WHEREAS, on November 9, 2016, the City released an RFP for consultant services for MediCal Administrative Activities and Targeted Case Management programs to assist the Health, Housing & Community Services efforts to comply with recent program changes; and

WHEREAS, the City sought qualified vendors through a Request for Proposals under specification number 17-11088-C; and

WHEREAS, the proposal from Optimas Services, Inc. was rated the highest by a staff review panel; and

WHEREAS, funds in the amount of \$60,000 are available for this contract in the Housing & Community Services Department budget (Budget codes 056-7923-463-30.38) and will be appropriated as part of the Second Amendment to the FY2017 Annual Appropriations Ordinance. The contract has been entered into the citywide contract database and assigned CMS No. F7D8J.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute any agreements and amendments with Optimas Services, Inc. for consulting services to the Health, Housing & Community Services Department for a one year period beginning March 2017 for an amount not to exceed \$60,000. A signed copy of said documents, agreements and any amendments will be kept on file in the Office of the City Clerk.

