

0401

County of Santa Cruz

HUMAN RESOURCES AGENCY

Cecilia Espinola, Administrator

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August 3, 2000

AGENDA: August 22, 2000

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, CA 95060

APPROVAL OF IN-HOME SUPPORTIVE SERVICES (IHSS) CONTRACT AWARD

Dear Members of the Board:

On May 23, 2000, your Board authorized the Human Resources Agency (HRA) Administrator to procure through negotiation in-home supportive services (IHSS). On June 20, 2000, your Board authorized an IHSS contract rate not to exceed \$13.68 per hour and directed the HRA Administrator to report back to your Board regarding the recommendation for an IHSS contract award on August 22, 2000. In accordance with the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Section 23-625, a public hearing is scheduled on August 22, 2000 to consider the proposals and to award a contract.

The purpose of this letter is to report to your Board regarding the recommendation for the IHSS contract award for the period October 1, 2000 through June 30, 2001. The proposed contract is on file with the Clerk of the Board.

Proposal Review Process

Through the procurement by negotiation process, I-IRA received four letters of interest from: Addus Health&e, Inc., Assisted Care, Inc (d.b.a. AJG Services), Food and Nutrition Services, Inc., and Securelations. HRA received the letter of interest from Securelations after the deadline and deemed the organization ineligible to submit a proposal.

HRA received two proposals by the deadline of noon on July 13, 2000. A Proposal Review Committee made up of members of the Long Term Care Interagency Commission, the Seniors Commission, the Commission on Disabilities, and HRA Adult Services staff met on July 17, 2000. The Committee used the criteria delineated in the RFP to evaluate proposals and recorded results on a rating sheet. Staff from the County Auditor's Office reviewed all financial documents and provided technical support to the Committee. The Committee made recommendations for HRA staff to obtain clarification from one of the proposers about certain sections of their proposal.

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APPROVAL OF IHSS CONTRACT AWARDProposal Summaries

Addus Health&e, Inc. of Chicago, IL submitted a proposal with an hourly rate of \$13.68 per hour to provide up to 142,500 hours of service, which the Review Committee found **responsive** and **responsible**.

AJG Services of San Diego, CA submitted a proposal with an hourly rate of \$13.57 per hour to provide up to 142,500 hours of service. Although the Review Committee found the proposal **responsible** as defined in the CDSS MPP Section 23-601.24, the Committee did not find the proposal **responsive**. In addition to other deficiencies, the proposal did not describe how AJG Services intended to address the geographic and cultural diversity of clients. Furthermore, the training program that AJG Services described did not meet the requirements of the Request for Proposals . The proposed wage scale was less than current wages.

Recommendation

The Proposal Review Committee recommended that HRA negotiate with **Addus HealthCare, Inc.** to enter into contract. HRA **staff** followed the Committee's recommendations and sought clarification from **Addus Health&e, Inc.** on certain sections of its proposal.

After completing negotiations, HRA recommends that your Board award an IHSS contract for the period October 1, 2000 through June 30, 2001 at a rate of \$13.68 per hour for 142,500 hours for a total contract not to exceed \$1,949,400 to **Addus HealthCare, Inc.** of Palantine, IL. These **funds** are already included in the HRA budget, so this recommendation represents no additional cost to the County.

The CDSS MPP requires a protest period for contract award recommendations. The protest period concluded on August 4, 2000 and HRA received no protests.

IT IS THEREFORE RECOMMENDED that your Board:

1. Approve the award of an IHSS contract for the period October 1, 2000 through June 30, 2001 at a rate of \$13.68 per hour for 142,500 hours for a total contract not to exceed \$1,949,400 to **Addus Health&e, Inc.** of Palantine, IL; and
2. Authorize the Human Resources Agency Administrator to sign the IHSS contract on behalf of the County, following the public hearing and Board approval on August 22, 2000.

Very truly yours,



CECILIA ESPINOLA
Administrator

BOARD OF SUPERVISORS

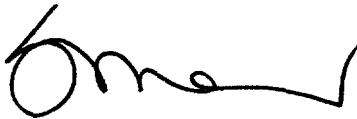
Agenda: August 22, 2000

APPROVAL OF IHSS CONTRACT AWARD

Attachments: none.

CE\ewc

RECOMMENDED:



SUSAN A. MAURIELLO
County Administrative Officer

CC: County Administrative Office
Auditor Controller
HRA-Fiscal
California Department of Social Services
Seniors Commission
Long Term Care Interagency Commission
Human Services Commission
Commission on Disabilities
Addus Health&e, Inc.
United Domestic Workers
Service Employees International