

30024

DATE: October 22, 2012

TO: Board of Acquisition and Contract

FROM: Grant E. Mitchell, M.D., Commissioner
Department of Community Mental Health

John B. McCaffrey, Chief Information Officer
Department of Information Technology

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy, pursuant to Section 3(a)(xxi) thereof, an agreement with Coordinated Care Services, Inc., pursuant to which they will provide training on how to meet State Aid requirements and manage allocations; improve accountability and performance in case management and housing services as part of the State's Single Point Of Access program; and provide technical assistance for the Care Coordination Program

Authority is respectfully requested from your Honorable Board to exempt from the Westchester County Procurement Policy an agreement between the County of Westchester (the "County"), acting by and through its Department of Community Mental Health (the "Department"), and Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide training on how to meet State Aid requirements and manage allocations; improve accountability and performance in case management and housing services as part of the State's Single Point Of Access program; and provide technical assistance for the Care Coordination Program, for a term commencing July 1, 2012 and continuing through December 31, 2013, for an amount not-to-exceed \$238,600, pursuant to an approved budget.

The Department requires the services proposed to be provided by CCSI because it is in the County's best economic interests to obtain technical assistance for the Care Coordination Program; to provide training to County personnel and other providers that deliver mental health, chemical dependency and developmental disability services in meeting the State Aid reporting requirements and managing allocations, and improving accountability and performance in case management and housing services as part of the State's Single Point Of Access program. These services will, in turn, result in timely and accurate financial reports to the State. Untimely and inaccurate reporting to the State will result in State funding withholdings that would cause the Department to spend considerable time and resources in responding to State inquiries. Elimination of delays in State funding will therefore accelerate funding to the Department, which will help maximize the Department's operations to benefit the mental health and other needs of County residents, in accordance with the Department's mandate.

CCSI has significant expertise in preparation of Consolidated Fiscal Reports (CFRs), financial

reporting and data management and establishment of provider performance measures. Notably, CCSI has been retained by the State to perform said tasks as well as assess financial burdens on County government on behalf of the State. This all makes CCSI particularly well-qualified to provide the County with the proposed services, and thereby help ensure timely and accurate financial reports to the State that will help eliminate delays in State funding, as described above.

Therefore, it is proposed that the best interests of the County would be served by exempting this agreement from the Westchester County Procurement Policy pursuant to Section 3(a)(xxi) thereof. Accordingly, a resolution to exempt this procurement is hereby submitted for your consideration.

GEM/TP/bdm/nn

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/15/2012 - COUNTY CLERK VIERA SECRETARY

RESOLUTION

Upon a communication from the Commissioner of the Department of Community Mental Health and the Chief Information Officer of the Department of Information Technology, be it hereby:

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly not in the best interests of the County in connection with the procurement of an agreement with Coordinated Care Services, Inc. ("CCSI"), pursuant to which CCSI will provide training on how to meet State Aid requirements and manage allocations; improve accountability and performance in case management and housing services as part of the State's Single Point Of Access program; and provide technical assistance for the Care Coordination Program.

APPROVED BOARD OF ACQUISITION & CONTRACT - 11/12/14 - JAMES VIEIRA, SECRETARY