



## Agenda Report Form

### Open Session Item

**SUBJECT:** Contract Award (PUR-1430) – School Based Mental Health Services

**PRESENTATION DATE:** July 30, 2019

**PRESENTATION BY:** Rick Curry, CPPO, Director of Purchasing and Allison Hartshorn, Grant Manager

**RECOMMENDED MOTION:** Move to award a contract for the provision of School Based Mental Health Services to the responsive, responsible proposer, Brook Lane Health Services, Inc. (BLHSI), of Hagerstown, MD, in the amount of \$211,560.00 for Option A and \$120,000.00 for Option B, contingent upon funding being provided by the Governor's Office for Children for Option A and approval of funding in the FY'20 County Budget for Option B, and upon approval of each Option by the Local Management Board.

**REPORT-IN-BRIEF:** The purpose of the service to be provided is to fulfill the requirements of the County's Community Partnership Agreement with the Governor's Office for Children (GOC) for fiscal year 2020. For further details of the services, please refer to the attached excerpt of the *Scope of Work* and *Population Served* from the Request for Proposal (RFP) document.

The BLHSI proposes to provide three sessions per student for the school year for a referring issue. The number of students will depend on how many require three sessions; if all need three (3) sessions, BLHSI anticipates providing 2,400 sessions, based on three (3) sessions per student, which would allow BLHSI to see approximately 800 students.

The contract will begin on August 1, 2019 and end June 30, 2020 with an option by the OGM to renew the awarded Contractor for up to one (1) consecutive one-year periods through fiscal year 2021 if funding is provided.

The Coordinating Committee was comprised of the following members: County's Director of Purchasing (Chairman Designee), OGM Director, OGM Grant Manager, LMB Board Chairperson or designee and LMB Community Planning and Review Committee Chairperson or designee. The Request for Proposal (RFP) was advertised in the local newspaper, on the State's "e-Maryland Marketplace" web site, and on the County's web site. The RFP document was accessed from the web site by thirty-one (31) firms/individuals. One (1) provider was represented at the pre-proposal conference. One (1) proposal was received, the recommended provider's Q&E/Technical Proposal was determined to be responsive and its Price Proposal was opened and evaluated. The budget and budget narrative with each budget line item identified is attached for the firm recommended for the contract.

**DISCUSSION:** N/A

**FISCAL IMPACT:** The OGM anticipates receiving \$211,560.00 in state funding from the Governor's Office for Children (GOC) in fiscal year 2020 for the provision of School Based Mental Health Services and an additional \$120,000.00 in local funding has been requested in the County's FY'20 budget.

**CONCURRENCES:** Coordinating Committee as outlined above

**ALTERNATIVES:** N/A

**ATTACHMENTS:** (1) "Scope of Work and Population Served" excerpt from the Request for Proposal, and (2) BLHSI's Budget and Budget Narrative

**AUDIO/VISUAL NEEDS:** N/A