



Office of the City Manager

CONSENT CALENDAR

July 25, 2006

To: Honorable Mayor and
Members of the City Council

From: *PK* Phil Kamlarz, City Manager

Submitted by: Fred Medrano, Director, Health & Human Services

Subject: Contract: Mental Health Workforce Development

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to the contract with Lippitt Consultant Services for services in support of activities related to increasing the diversity and skill base of the public mental health workforce to increase the amount by \$2,618 for a total contract amount not to exceed \$38,618.

FISCAL IMPACTS OF RECOMMENDATION

Funds are available from Bay Area jurisdictional contributions [revenue code 064-4401-331.80-72 (FY 06 Fund Reserve)] to increase the existing contract with Michael Lippett in the amount of \$2,618, expenditure code 064-4401-440.30-38. The contract amendment has been entered into the City contract database and assigned Contract Management System No. B3M7U.

CURRENT SITUATION AND ITS EFFECTS

In FY 2005, the Department of Health and Human Services, Mental Health Division received grant funds totaling \$30,000 from the Zellerbach Family Foundation. The Mental Health Division was designated as the fiscal agent in a regional capacity-building collaborative effort to develop and expand the mental health workforce in order to meet increasingly diverse community mental health needs. Bay Area Mental Health (County) jurisdictions also committed to partially match this Foundation funding and provided these resources, totaling \$11,000, directly to the City's Mental Health Division. To date, all pledged funds from both Foundation and jurisdictional sources have been received for a total of \$41,000.

In 2005, the Mental Health Division entered into Contact No. 6494 with Michael Lippett, Workforce Development Consultant. This contract was subsequently amended in the amount of \$36,000 and extended into FY 2007. Mr. Lippett's contract included subcontracting with various consultants to support overall workforce development efforts. Inadvertently, in FY 2006 Mr. Lippett fully invoiced the City up to the authorized contract amount of \$36,000, while also independently engaging a subcontracting consultant in the amount of \$2,618, resulting in him exceeding his authorized contract limit and incurring a financial liability in this amount.

At the time this matter became known in early FY 2006, the City had not yet received all pledged contributions from Bay Area jurisdictions and informed the contractor that no additional funds could be released until additional revenues were posted and Council authority was obtained to amend this contract to include additional expenditure authority. As a result, approval is requested to amend the above contract in the amount of \$2,618, using non-general fund revenues obtained from Bay Area jurisdictions. Following this payment, no additional services will be required by this contractor and the scope of his work will be successfully concluded.

BACKGROUND

In FY 2005, the Mental Health Division was designated as the fiscal agent for the Bay Area Mental Health Workforce Development Collaborative. The Zellerbach Family Foundation provided initial funding, with subsequent contributions made by eleven other Bay Area jurisdictions. The primary staff work for this collaborative was conducted by a consultant, Michael Lippett, who entered into a contract with the City of Berkeley. The first phase of work of this Collaborative is now successfully completed, with the City transferring the fiscal agency role for this continuing effort to the California Institute for Mental Health, effective July 2006.

PAST COUNCIL ACTION

In accordance with Ordinance No. 6,248-N.S., the City Manager authorized Contract No. 6494 with Lippitt Consultant Services for services in support of activities related to the Zellerbach Family Foundation grant in an amount not to exceed \$16,000 for the period July 1, 2004 to June 30, 2005.

On April 19, 2005 by Resolution No. 62,867-N.S., the City Council authorized an amendment to Contract No. 6494 with Lippitt Consultant Services to increase the amount by \$20,000 for a total contract amount not to exceed \$36,000, and to extend the expiration date to March 31, 2006.

RATIONALE FOR RECOMMENDATION

It is recommended that Council authority be granted for this contract amendment in light of the receipt of external revenues that are now available to cover the additional expenditures that were incurred by the involved consultant.

ALTERNATIVE ACTIONS CONSIDERED

None.

CONTACT PERSON

Eric Brenman, Senior Management Analyst, H&HS, (510) 981-5114

Attachments:

1: Resolution

RESOLUTION NO. -N.S.

AUTHORIZING AN AMENDMENT TO THE CONTRACT FOR SERVICES IN SUPPORT OF ACTIVITIES RELATED TO THE ZELLERBACH FAMILY FOUNDATION GRANT

WHEREAS, the City of Berkeley, Department of Health & Human Services, Mental Health Division was designated as the fiscal agent for the Bay Area Workforce Development Collaborative and received funding from both foundation and jurisdictional sources; and

WHEREAS, in accordance with Ordinance No. 6,248-N.S., the City Manager authorized Contract No. 6494 with Lippitt Consultant Services for services in support of activities related to the Zellerbach Family Foundation grant in an amount not to exceed \$16,000 for the period July 1, 2004 to June 30, 2005; and

WHEREAS, on April 19, 2005 by Resolution No. 62,867-N.S., the City Council authorized an amendment to Contract No. 6494 with Lippitt Consultant Services to increase the amount by \$20,000 for a total contract amount not to exceed \$36,000, and to extend the expiration date to March 31, 2006; and

WHEREAS, concurrent with fully invoicing the Department of Health & Human Services, Mental Health Division up to the authorized contract limit, Mr. Lippett independently incurred additional, eligible costs in the amount of \$2,618; and

WHEREAS, the Department of Health & Human Services, Mental Health Division received additional revenues from Bay Area jurisdictions now sufficient to meet these additionally incurred consultant expenditures; and

WHEREAS, funds are available to perform this work in the current year budget for the Department of Health and Human Services, budget code 064-4401-440.30-38, and this contract amendment has been set up in the Citywide contract database and assigned Contract Management System No. B3M7U.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to execute an amendment to the contract with Lippitt Consultant Services for services in support of activities related to increasing the diversity and skill base of the public mental health workforce to increase the amount by \$2,618 for a total contract amount not to exceed \$38,618. A record signature copy of said contract to be on file in the Office of the City Clerk