

AGENDA ITEM #3(F)
February 24, 2009

ACTION

MEMORANDUM

February 20, 2009

TO: County Council

FROM: Linda McMillan, Senior Legislative Analyst 

SUBJECT: **Resolutions to Amend Resolution 16-577 Section G for the FY 09 Designation of Entities for Non-Competitive Contract Award Status**

- Montgomery County Coalition for the Homeless, Inc.
- Interfaith Works, Inc.
- Manna Food Center, Inc.
- Wendt Center for Loss and Healing, Inc.

On January 29, 2009 and February 4, 2009 the Council received requests from Chief Administrative Officer Timothy Firestone asking the Council to amend Section G of Resolution No.16-577 for the FY 09 Designation of Entities for Non-Competitive Contract Award Status (© 1-6 and © 7-12). **An amendment to a resolution can be introduced and acted upon in the same Council session and does not require the Council to waive its rules of procedure.**

The January 29th request asks for changes in the amount that can be awarded to the Montgomery County Coalition for the Homeless, Inc. and Interfaith Works, Inc. The recommended resolution is attached at © 3-4. No new county appropriation is required for these amendments. Reasons for the request are:

1. Montgomery County Coalition for the Homeless, Inc.: This amendment is necessary to increase the amount of money available for basic shelter services, case management, and a day program at the Gude Men's Shelter. The amount of the non-competitive award would be increased from \$722,110 to \$998,372.

2. Interfaith Works, Inc.: This amendment is necessary to increase the amount of money available for the vision program at Progress Place and to operate an emergency nighttime overflow shelter. The amount of the non-competitive award would be increased from \$645,915 to \$778,434.

The February 4th request asks for changes in the amount that can be awarded to Manna Food Center, Inc. and the Wendt Center for Loss and Healing, Inc. The recommended resolution is attached at © 9-10. No new county appropriation is required for these amendments. Reasons for the request are:

1. Manna Food Center, Inc.: This amendment is necessary to increase the amount of money available to Manna for distribution of food to hungry and low-income residents. Manna is Montgomery County's emergency feeding organization. The amount of the non-competitive award would be increased from \$185,969 to \$224,688 to include \$35,000 in State grant funds and the \$3,719 inflationary adjustment approved by the Council in the original FY09 Approved Operation Budget.

2. Wendt Center for Loss and Healing, Inc.: This amendment will add the Wendt Center to the non-competitive contract award list and allow the Department of Health and Human Services to enter into a contract for mental health services for critically ill persons infected with AIDS. The contract will be funded by a State grant.

Council staff recommends approval of the requested amendments.

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OFFICES OF THE COUNTY EXECUTIVE

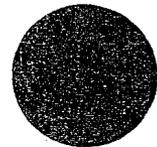
Isiah Leggett
County Executive

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Timothy L. Firestine
Chief Administrative Officer

MEMORANDUM

January 30, 2009



2009 JAN 29 PM 1:00

TO: Phil Andrews, President, County Council

FROM: Timothy L. Firestine, Chief Administrative Officer

SUBJECT: Amendment to the FY09 Operating Budget
Resolution 16-577, Section G, FY09 Designation of Entities for
Non-Competitive Contract Award

Attached is an Amendment to the FY09 Operating Budget, Designation of Entities for Non-Competitive Contract Award for the Department of Health and Human Services (DHHS). The resolution contains an amendment to the miscellaneous provisions in Section G of Resolution 16-577, FY09 Designation of Entities for Non-Competitive Contract Award.

DHHS will amend its existing contracts with the Montgomery County Coalition for the Homeless, Inc. and Interfaith Works, Inc. in order to provide emergency overnight shelter in several locations to homeless residents of Montgomery County during the winter months. The amount requested is greater than in past years for several reasons including:

- Overflow shelter at East County Recreation Center (Montgomery County Coalition for the Homeless, Inc.) and at Progress Place (Interfaith Works, Inc.) opened earlier this year due to colder weather in early November.
- Construction at the 600 East Gude Drive, Montgomery County Coalition for the Homeless, Inc. site, has reduced Men's Emergency Shelter capacity by approximately 40 beds.
- Increased need and overcapacity at the Montgomery County Coalition for the Homeless, Inc. Men's Emergency Shelter has made it necessary to open an additional overflow site at the Montgomery County Public Schools Mark Twain School.

The amendment will be funded from existing appropriations for FY09.

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Phil Andrews, President, County Council
January 30, 2009
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I have determined that amending the existing contract awards with these entities serves a public purpose and is in the public interest. Therefore, I recommend that the Council amend the Miscellaneous Provision in Section G of Resolution 16-577 for the FY09 Designation of Entities for Non-Competitive Award Status.

TLF: pb

c: Uma S. Ahluwalia, Director, Department of Health and Human Services

Attachment: Amendment to Section G, FY09 Designation of Entities for Non-Competitive Contract Award

Resolution No: _____
Introduced: _____
Adopted: _____

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

SUBJECT: Amendment to FY09 Operating Budget
Resolution 16-577, Section G, FY09 Designation of Entities for Non-Competitive
Contract Award Status

Background

1. Section 11B-14(a) (4) of the Montgomery County Code states that “a contract may be awarded without competition if the Chief Administrative Officer makes a written determination that the contract award serves a public purpose and a proposed contractor has been identified in a grant or appropriation resolution approved by the Council.” The result of this action is to amend the FY09 Designation of Entities for Non-Competitive Contract Award status resolution to include the agencies listed below.
2. The Chief Administrative Officer has determined that funding for the contracts with these entities serves a public purpose and that such an expense would be in the public interest.
3. The Department of Health and Human Services will fund the contracts with Providers listed below from existing appropriations for FY09.
4. The Department of Health and Human Services will amend its existing contract with the Montgomery County Coalition for the Homeless, Inc. in order to provide emergency overnight shelter in several locations to homeless residents of Montgomery County.
5. The Department of Health and Human Services will amend its existing contract with Interfaith Works, Inc. in order to provide emergency overnight shelter at Progress Place in Silver Spring.

ACTION

The County Council for Montgomery County, Maryland, approves the following action:

The Council approves an amendment to the Designation of Entities for Non-Competitive Contract Award and thereby amends Resolution 16-577, Section G, FY09 Designation of Entities for Non-Competitive Contract Award. The Chief Administrative Officer has recommended this action and stated that this additional funding for these vendor serves a public purpose and is in the public interest.

The FY09 Designation of Entities for Non-Competitive Contract Award Status resolution is amended to increase:

1. The existing contract with Montgomery County Coalition for the Homeless, Inc. from the approved amount of \$722,110 to the amended amount of \$998,372.
2. The existing contract with Interfaith Works, Inc. from the approved amount of \$645,915 to the amended amount of \$778,434.

This is a correct copy of Council action.

Linda Lauer, Clerk of the Council

FY09 Non-Competitive Contract Award List

Department: Health and Human Services

Service Area: 6490 - Special Needs Housing Services

Name of entity: Montgomery County Coalition for the Homeless, Inc.-
Gude Drive Men's Emergency Shelter

Type of service(s) provided:

The Gude Drive Men's Shelter provides basic shelter services and case management for homeless men during severe weather - usually November 1 to March 31. The Shelter also provides services, from April to October, for vulnerable men awaiting placement in other programs in the homeless system. A day program has also been provided since FY08.

Reason(s) that services are needed:

The Gude Drive Men's Shelter, as a permanent facility, opened in November 2000. These funds are needed to provide staff, supplies and utilities to provide for this expanded facility.

Contract # 6648190027 AA

Source of Entry: County Council Designated Entry

FY09 Amended Request: \$998,372

Reasons for non-competitive status:

The Coalition for the Homeless has secured State and federal funding for these services. The County funds, initially designated by the County Council in 1998, have augmented these funds to assure appropriate staffing, improved space and sanitary conditions.

Last time contract was bid competitively: N/A

Expiration date of current contract: June 30, 2009

Contact Person: Alex Wertheim
Phone Number: 240-777-1425

FY09 Non-Competitive Contract Award List
Department: Health and Human Services

Service Area: 6490 Special Needs Housing

Name of entity: Interfaith Works, Inc. - Vision Program

Type of service(s) provided:

Interfaith Works, Inc. (IW) - Vision Program at Progress Place operates a comprehensive multi-service day center for homeless people based on an empowerment and accountability model; a program and a process leading to health, self-respect, a home, and a job. It coordinates the public and private provision of services, mental health services, and Shepherd's Table's evening meal service at Progress Place.

Reason(s) that services are needed:

The establishment of Community Vision was spearheaded by business people who were frustrated with the negative impact of an estimated 250 homeless people on the streets of Silver Spring.

The IW-Vision program is the only provider agency with the facility and the staffing resources to operate an emergency nighttime overflow shelter for homeless adults, most of whom have strong ties to the down county area. Without the service, up to 50 homeless individuals would be turned away from overnight shelter on winter nights.

Contract # 5643050001-AA

Source of Entry: County Council Designated Entry

FY09 Request: \$778,434

Reasons for non-competitive status:

The IW-Vision program has committed to a long-term "continuum of care" system for homeless persons in Silver Spring. Included in this commitment is an agreement to aggressively secure grant dollars and community and corporate donations to ensure program continuity and expansion.

Last time contract was bid competitively: N/A

Expiration date of current contract: June 30, 2009

Contact Person: Alex Wertheim
Phone Number: 240-777-1425

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OFFICES OF THE COUNTY EXECUTIVE

Isiah Leggett
County Executive

Timothy L. Firestine
Chief Administrative Officer

MEMORANDUM

February 4, 2009

TO: Phil Andrews, President, County Council

FROM: Timothy L. Firestine, Chief Administrative Officer

SUBJECT: Amendment to the FY09 Operating Budget
Resolution 16-577, Section G, FY09 Designation of Entities for
Non-Competitive Contract Award

Attached is an Amendment to the FY09 Operating Budget, Designation of Entities for Non-Competitive Contract Award for the Department of Health and Human Services (DHHS). The resolution contains an amendment to the miscellaneous provisions in Section G of Resolution 16-577, FY09 Designation of Entities for Non-Competitive Contract Award.

The amendment is necessary to increase funding for one contract currently on the non-competitive award list and to add one vendor to the non-competitive award list. The changes are summarized below.

Name: Manna Food Center, Inc.

Purpose: Provide distribution of food to hungry and low-income residents

Amount: \$224,688

Reason for Requested Change: DHHS has received a State grant in the amount of \$35,000 for The Emergency Food Assistance Program (TEFAP). Manna Food Center, Inc. is Montgomery County's Emergency Feeding Organization (EFO). DHHS would like to amend the County's non-competitive contract with Manna Food Center, Inc. to add this additional funding.

Request: Increase the amount of funding to Manna Food Center, Inc. from \$185,969 to \$224,688. This amount reflects the addition of the \$35,000 State grant, as well as, the two percent (2%) inflationary adjustment (\$3,719) approved by the Council.

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Phil Andrews, President, County Council
February 4, 2009
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Name: Wendt Center for Loss and Healing, Inc.
Purpose: Provide mental health services to critically ill persons infected with HIV
Amount: \$41,758
Reason for Requested Change: The State grant year for this funding is March 1, 2009-February 28, 2010. The State Vendor Designation letter will not be received until late summer-early fall 2009. Thus, DHHS has no authority to contract during this period. This results in essential services not being provided or DHHS incurring a procurement violation.
Request: Add the Wendt Center for Loss and Healing, Inc. to the non-competitive grant award list. This will allow DHHS to proceed with the procurement process pending receipt of the state designated vendor letter.

In all cases, DHHS will fund these actions from FY09 appropriations and will generate the appropriate contract action as intended by the non-competitive award.

I have determined that the actions listed above serve a public purpose and are in the public interest. Therefore, I recommend that the Council amend the Miscellaneous Provision in Section G of resolution 16-577 for the FY09 Designation of Entities for Non-Competitive Contract Award.

TLF:pb

c: Uma S. Ahluwalia, Director, Department of Health and Human Services

Attachments: Amendment to Section G, FY09 Designation of Entities for Non-Competitive Contract Award

Resolution No: _____

Introduced: _____

Adopted: _____

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

SUBJECT: Amendment to the FY09 Operating Budget
Resolution 16-577, Section G, FY09 Designation of Entities for
Non-Competitive Contract Award Status

Background

1. Section 11B-14(a)(4) of the Montgomery County Code states that “a contract may be awarded without competition if the Chief Administrative Officer makes a written determination that the contract award serves a public purpose and a proposed contractor has been identified in a grant or appropriation resolution approved by the Council.” The result of this action is to amend the FY09 Designation of Entities for Non-Competitive Contract Award Status resolution to include the agencies listed below.
2. The Chief Administrative Officer has determined that funding for the contracts with these entities serves a public purpose and that such an expense would be in the public interest.
3. The Department of Health and Human Services will fund the contracts with Providers listed below from appropriations for FY09.
4. The Department of Health and Human Services will prepare amendments to the existing contracts with the Providers listed below for the provision of services as stated in the amended FY09 Designation of Entities for Non-Competitive Contract Awards.

Action

The County Council for Montgomery County, Maryland, approves the following action:

The Council approves an amendment to the Designation of Entities for Non-Competitive Contract Award and thereby amends Resolution 16-577, Section G, FY09 Designation of Entities for Non-Competitive Contract Award. The Chief Administrative Officer has recommended this action and stated that this additional funding for this vendor serves a public purpose and is in the public interest.

The FY09 Designation of Entities for Non-Competitive Contract Award Status resolution is amended to:

Name: Manna Food Center, Inc.
Purpose: Provides distribution of food to hungry and low-income residents
Amount: \$224,688
Reason for Requested Change: The Department of Health and Human Services (DHHS) has received a state grant in the amount of \$35,000 for The Emergency Food Assistance Program (TEFAP). Manna Food Center, Inc. is Montgomery County's Emergency Feeding Organization (EFO). DHHS would like to amend the County's non-competitive contract with Manna Food Center, Inc. to add this additional funding.
Request: Increase the amount of funding to Manna Food Center, Inc. from \$185,969 to \$224,688. This amount reflects the addition of the \$35,000 state grant as well as the 2% inflationary adjustment (\$3,719) approved by the Council.

Name: Wendt Center for Loss and Healing, Inc.
Purpose: Provides mental health services to critically ill persons infected with HIV
Amount: \$41,758
Reason for Requested Change: The state grant year for this funding is March 1 2009-February 28, 2010. The state vendor designation letter will not be received until late summer-early fall 2009. Thus, DHHS has no authority to contract during this period. This results in essential services not being provided or DHHS incurring a procurement violation.
Request: Add the Wendt Center for Loss and Healing, Inc. to the non-competitive grant award list. This will allow DHHS to proceed with the procurement process pending receipt of the state designated vendor letter.

This is a correct copy of Council action.

Linda Lauer, Clerk of the Council

FY09 Non-Competitive Contract Award List

Department: Health and Human Services

Service Area: 6460 – Public Health Services

Name of Entity: Wendt Center for Loss and Healing, Inc.

Type of service(s) provided:

Provide individual mental health counseling services and group education and information sessions to persons residing in Montgomery County who are living with the HIV disease.

Provide individual mental health counseling services and group education and information sessions to those who may be affected by HIV in Montgomery County by virtue of having an HIV positive friend or family member or by working with HIV positive patients in the healthcare industry.

Provide one-hour counseling sessions to individuals living with HIV as well as consultations as needed per the Ryan White Act's guidelines with all County program staff, including case managers, substance abuse counselors, physicians, nurses nutritionists and dentists.

Reason(s) that services are needed:

The Ryan White Act funds medical and support services for individuals and families living with HIV/AIDS. The grant documents identify Wendt Center for Loss & Healing as a provider of these services in Montgomery County, MD.

FY09 Request: \$ 41,758

New Request: Yes

Reasons for non-competitive status:

These are grant funds identified and received for eighteen (18) years through the Ryan White HIV/AIDS Treatment Modernization Act of 2006, Part A. This grant crosses over fiscal years causing delays in services due to the County fiscal year closing and the contract processing; being non-competitive would allow us access to the funding in the new fiscal

year without all the delays that we have been dealing with in the past.
This is a sole source grant identified funded award that is non-competitive.

Last Time contract was bid competitively:

This contract has never been bid competitively since it has always been grant identified, sole source contract.

First fiscal year on list prior to FY02.

Expiration date of current contract: 02/29/2009

Contact Person and Phone #: Barbara Davis; 240-777-1721