



SOLE SOURCE/PROPRIETARY REQUEST JUSTIFICATION

COUNTY POLICY ON SOLE SOURCE CONTRACTS:

It is the policy of the County of Orange to solicit competitive bids and proposals for its procurement requirements. Sole source procurement shall not be used unless there is clear and convincing evidence that only one source exists to fulfill the County's requirements. All sole source purchases requiring Board of Supervisors approval shall be justified as meeting the sole source standard in the Agenda Staff Report. The Agenda Staff Report shall clearly state that it is a sole source procurement. The Sole Source Justification, as described below, shall be attached to or included within the Agenda Staff Report (CPM, Section 4.4)

SECTION I - INSTRUCTIONS FOR COMPLETING THIS FORM:

1. Formal justification is required for sole source procurements when competitive bid guidelines require pricing from competing firms.
2. A written justification will be prepared by the department and approved by the department head or designee.
3. Prior to execution of a contract, the County Purchasing Agent or designee shall approve ALL sole source requests for commodities that exceed \$500,000 and services exceeding \$50,000 or a two (2) year consecutive term, regardless of the contract amount.
4. Board approval is required for all sole source contracts for commodities that exceed \$500,000 and services exceeding \$50,000 or a two (2) year consecutive term, regardless of the contract amount.
5. The Deputy Purchasing Agent (DPA) shall retain a copy of the justification as part of the contract file.
6. Valid sole source requests contain strong technological and/or programmatic justifications.
7. Sole source procurements may be approved based upon emergency situations in which there is not adequate time for competitive bidding.
8. Sole source requests for Human Service contracts will be guided by the regulations of the funding source.
9. Each question in Section III of this form must be answered in detail and signed by the department head with concurrence of the Deputy Purchasing Agent.

SECTION II - DEPARTMENT INFORMATION:

This Contract is not with a former County of Orange employee.

Department: Behavioral Health Services

Date: 2/14/2012

Vendor Name : UCLA ISAP Training Center

Sole Source Bid Sync Number

042-605955-AF

Amount:

\$87,000

Is Agreement Grant Funded?



Yes



No

Proprietary?



Yes



No

Type of Request : *Contract Term: one year, non-renewable*

New



Renewal



Multi Year



Amendment



Increase

Board Date :

5/18/12

ASR Number :

12-000482

If not scheduled to go to the Board explain why?

N/A

Does Contract Include Non-Standard Language? If yes, explain why?

yes, see attached list

Was Contract Approved by Risk Mgmt?

yes

Was Contract Approved by Coco?

yes

Were any exceptions taken? If yes, explain in detail.

yes, see attached list



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SECTION III - SOLE SOURCE JUSTIFICATION:

1. Provide a description of the type of contract to be established (*For example: is the contract a commodity, service, human service, public works, or other-please explain*).

The contract is for consultation, training and technical assistance services in Behavioral Health

2. Provide a detailed description of services/commodities to be provided by the vendor. (This information may be obtained from the scope of work prepared by the County and the vendor's proposal that provides a detailed description of the services/supplies). Attach additional sheet if necessary.

Provide consultation, training and technical assistance to the Orange County Behavioral Health Services to implement the Screening Brief Intervention and Referral to treatment (SBIRT), into Orange County Behavioral Health programs that employ clinical teams to provide outpatient services. UCLA ISAP shall provide 16 training days on Motivational Interviewing and 8 days of training on SBIRT with 92 days of consultation, coaching and clinical supervision. This training contract will cover topics such as Motivational Interviewing techniques, Screening/Assessment/Brief Intervention, and full Implementation of SBIRT via consultation and supervision.

3. Please state why the recommended vendor is the only one capable of providing the required supplies and/or commodities. Include any back-up information or documentation which supports your recommendation. (Acceptable responses to this question will include strong programmatic/technological information that supports the claim that there is only one vendor that can provide the services and/or commodities). Attach additional sheet if necessary.

University of California, Los Angeles (UCLA), Integrated Substance Abuse Programs (ISAP) has expertise in the treatment and training of providers on best practices for integrated care of clients with co-occurring disorders (COD), including following the SBIRT model. The ISAP team includes leading clinicians/researchers/trainers specializing in the development and implementation of effective treatment protocols for co-occurring mental health and/or substance abuse issues among individuals and family members. ISAP includes more than 300 researchers, clinicians, trainers and support staff and a multisite treatment delivery capacity. ISAP is one of the largest, most comprehensive groups investigating, treating and providing training on substance abuse and co-occurring disorders.

UCLA ISAP has an impressive history of providing quality consultation and training to the substance abuse, mental health, HIV, and allied fields. During the past decade, ISAP has implemented major training initiatives at the local, national and international levels. The following examples demonstrate the capacity to provide the services in this project.

Locally, ISAP has conducted numerous trainings of evidence-based substance abuse/co-occurring disorder treatments. Topics have included treatment of methamphetamine dependence, and strategies for engagement and retention of clients. Staff from Orange County Health Care Agency have participated in these trainings. UCLA ISAP is currently providing extensive training to a large number of Orange County Behavioral Health Services staff on the topic of treating co-occurring disorders and they are very familiar with the skill levels of the staff to whom they would be providing consultation. Nationally, ISAP has conducted numerous clinical trainings sponsored by federal (SAMHSA, NIDA) and by state and local health, mental health, and substance abuse departments/programs. Trainings are continually tailored to meet the cultural and geographic needs of local audiences.



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4. Please list any other sources that have been contacted and explain in detail why they cannot fulfill the County's requirements. (Responses to this section should include information pertaining to any research that was conducted to establish that the vendor is a sole source. Responses should include information pertaining to discussions with other potential suppliers and why they were no longer being considered by the County). Answers to this section may be provided by the requestor and the Deputy Purchasing Agent as appropriate. Attach additional sheet if necessary.
- There are no other training providers in the area of SBIRT with the credentials and explicit mission to translate research into practice skills through consultation and training of local providers such as the staff of the Orange County Health Care Agency, Behavioral Health Services, as demonstrated by the UCLA ISAP designation as the regional Pacific Southwest Addiction Technology Transfer Center.
5. How does recommended vendor's prices or fees compare to the general market? Attach quotes for comparable services or supplies, if available. Attach additional sheet if necessary.
- The UCLA training fees for this particular project are below those provided to us by other vendors of similar multi-step training projects.
6. If recommended vendor could not provide the product or service, how would the County accomplish this particular task? Attach additional sheet if necessary.
- The Health Care Agency will not be able to accomplish this training because no other vendors are available with the expertise required to perform the services requested.

SECTION IV - AUTHOR/REQUESTOR

Signature:	Name:	Date:
	Sheryl Curl	2/14/12

SECTION V - A - DEPUTY PURCHASING AGENT CONCURRENCE

Signature:	Name:	Date:
	Ana Figueroa	3/28/12

SECTION V - B - SUPERVISOR CONCURRENCE

Signature:	Name:	Date:
	LEILA GARCIA	3/28/12

SECTION VI - DEPARTMENT HEAD APPROVAL

Signature:	Name:	Date:
	Mary Hale	2/14/12

SECTION VII - COUNTY PROCUREMENT OFFICE

County Procurement Office review and approval required when the value of the sole source agreement exceeds \$50,000. Approvals obtained electronically through Bid Sync.

Contract No. MA-042-12011424

**The Regents of the University of California, a California constitutional corporation, on behalf of
UCLA Integrated Substance Abuse Programs
Consultation, Training and Technical Assistance Services**

Summary of Modifications to the County's Terms and Conditions

County's General Terms and Conditions

The following terms and conditions have been modified per Contractor's request:

- Insurance Provisions
- Indemnification Provisions (mutual)

County's Additional Terms and Conditions

The following additional terms and conditions have been modified per Contractor's request:

- Breach of Contract
- Conflict of Interest
- Disputes – Contract
- Debarment
- Lobbying
- Contractor Personnel – Drug Free Workplace
- Use of Name (Contractor's Language)