



RESOLUTION No. 22-396

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF NEVADA

RESOLUTION APPROVING EXECUTION OF AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES CONTRACT WITH RESOURCE DEVELOPMENT ASSOCIATES, INC. FOR THE PROVISION OF CONSULTING SERVICES TO INCREASE THE MAXIMUM CONTRACT PRICE FROM \$49,920 TO \$162,150 (AN INCREASE OF \$112,230) DUE TO EXTENSION OF SERVICES AND REVISE EXHIBIT "A", SCHEDULE OF SERVICES TO REFLECT THE EXTENSION OF SERVICES, REVISE EXHIBIT "B", SCHEDULE OF CHARGES AND PAYMENTS TO REFLECT THE INCREASE IN THE MAXIMUM CONTRACT PRICE AND A TERM EXTENSION TO JUNE, 30, 2023 AND AUTHORIZING AND DIRECTING THE AUDITOR-CONTROLLER TO AMEND THE BEHAVIORAL HEALTH DEPARTMENT'S BUDGET FOR FISCAL YEAR 2022/23 (4/5 AFFIRMATIVE VOTE REQUIRED)

WHEREAS, on May 10, 2022, the Nevada County Purchasing Agent approved a contract with Resource Development Associates, Inc. per Purchase Order Number PESP4452 for consulting services to increase the department's administrative capacity, including project management, strategy and organizational consultation, research, communications, and community input processes; and

WHEREAS, the Department of Health Care Services (DHCS) is transforming and strengthening Medi-Cal services through the California Advancing and Innovating Medi-Cal (CalAIM) reform initiative; and

WHEREAS, Resource Development Associates, Inc. (RDA) is a consulting firm assisting the Nevada County Behavioral Health Department and Health and Human Services Agency with the implementation of CalAIM requirements; and

WHEREAS, RDA will provide a variety of consulting services to increase the Behavioral Health Department's administrative capacity through an array of services including project management, strategic consultation, research, communications, and program implementation support; and

WHEREAS, the Parties desire to Amend their Agreement to increase the maximum contract price from \$49,920 to \$162,150 (an increase of \$112,230) due to extension of services and revise Exhibit "A", Schedule of Services to reflect the addition, revise Exhibit "B", Schedule of Charges and Payments to reflect the increase in the maximum contract price and a term extension to June, 30, 2023.

**AMENDMENT NO. 1 TO THE CONTRACT WITH RESOURCE
DEVELOPMENT ASSOCIATES, INC. (PESP4452)**

THIS AMENDMENT is executed this July 26, 2022 by and between RESOURCE DEVELOPMENT ASSOCIATES, INC., hereinafter referred to as "Contractor" and COUNTY OF NEVADA, hereinafter referred to as "County". Said Amendment will amend the prior Agreement between the parties entitled Professional Services Contract, executed on May 10, 2022 per Purchase Order No. PESP4452; and

WHEREAS, the Contractor assists the Behavioral Health Department through the CalAIM initiative by providing a variety of consulting services to increase the department's administrative capacity, including project management, strategy and organizational consultation, research, communications, and community input processes.; and

WHEREAS, the parties desire to amend their Agreement to increase the contract price from \$49,920 to \$162,150 (an increase of \$112,230), extend the contract termination date from January 1, 2022 to June 30, 2023, revise Exhibit "A" Schedule of Services to incorporate extension of services and amend Exhibit "B" Schedule of Charges and Payments to reflect the increase in the maximum contract price and a term extension to June, 30, 2023.

NOW, THEREFORE, the parties hereto agree as follows:

1. That Amendment #1 shall be effective as of July 1, 2022.
2. That Maximum Contract Price, shall be amended to the following: \$162,150
3. That the Schedule of Services, Exhibit "A" is amended to the revised Exhibit "A" attached hereto and incorporated herein.
4. That the Contract Termination Date is amended to the following: June, 30, 2023.
5. That the Schedule of Charges and Payments, Exhibit "B" is amended to the revised Exhibit "B" attached hereto and incorporated herein.
6. That in all other respects the prior agreement of the parties shall remain in full force and effect except as amended herein.

COUNTY OF NEVADA:

CONTRACTOR:

By: *Susan Hoek*
Susan Hoek
Chair of the Board of Supervisors

By: *Robert A. Powell III*
Resource Development Associates, Inc.
330 Franklin St. Suite 400
Oakland, CA 94607

ATTEST:

By: *Julie Patterson-Hunter*
Julie Patterson-Hunter
Clerk of the Board

EXHIBIT "A"
SCHEDULE OF SERVICES
RESOURCE DEVELOPMENT ASSOCIATES, INC.

Resource Development Associates, Inc, herein referred to as "Contractor", shall provide consultation and analysis services for the Nevada County Department of Behavioral Health, herein referred to as "County".

Background

Resource Development Associates (RDA) is an Oakland-based, mission-driven consulting firm dedicated to working toward a just and equitable society by partnering with diverse stakeholders in addressing barriers to individual, organizational, and community well-being. Founded in 1984 as a grant writing firm, RDA has evolved into a full-service consultancy providing an integrated approach to grant writing, organizational development and training, research and evaluation, assessment and planning, and data system development. RDA delivers these services to clients and communities across vital intersecting health and human service sectors, including child and family welfare, adult education and workforce development, homelessness and housing, public and behavioral health, adult and juvenile justice, violence prevention and public safety, transportation, and education.

Nevada County Health and Human Services Agency (HHSA) and the Nevada County Behavioral Health Department are preparing for the implementation of numerous changes in the Medi-Cal system. Known as CalAIM, this initiative will change how the Behavioral Health department documents and bills for services provided under Medi-Cal, as well as provide for new opportunities to better serve high risk individuals covered by Medi-Cal. Preparing for CalAIM will entail changes in fiscal practices, electronic health record design and contracting processes, as well as creating new services and programs.

RDA will assist the Behavioral Health Department through this significant initiative by providing a variety of consulting services to increase the department's administrative capacity, including project management, strategy and organizational consultation, research, communications, and community input processes.

Contractor shall:

- Provide **Meeting preparation and facilitation** for:
 - Weekly internal County CalAIM coordination meetings
 - Weekly program implementation meetings (as long as needed).
 - Ex: weekly implementation meetings with CalAIM implementation team and implementation work sessions with ECM Program Manager
 - Participating in meetings with Managed Care Plan partners, as needed, tracking communication, setting agendas for, and attending meetings (preparation and communication).

- Provide **CalAIM Guidance & Milestone Tracking**, strategy & consultation:
 - Mapping out key deliverables, milestones, and external deadlines for CalAIM.
 - Share out relevant information being provided by the state through webinars, informational notices and other means, and attend and report back on webinars as

directed by County and read and provide summaries of other informational sources

- Share practices and information from other counties
- Support **implementation of CalAIM** programming in Nevada County:
 - Tracking and supporting relevant deliverables for Enhanced Care Management Implementation (ECM) & Community Supports (CS) Implementation
 - Supporting and writing user guides and workflows for program implementation
 - Provide weekly to biweekly communication with the Managed Care Plans
 - Support writing funding applications for Incentive Payment Plan (IPP) and PATH
- Provide **Project Management** services for the CalAIM initiative in Nevada County, which will include:
 - To include internal RDA meetings, RDA meetings between PM and point of contact at NCBH, billing, and contracting and amendments.

Phases	Activities
Project Launch	<ul style="list-style-type: none"> ● Kickoff meetings ● Document and Data Review ● Revise Scope of Activities
Guidance on CalAIM Implementation	<ul style="list-style-type: none"> ● Stay up to date on relevant communication from the State regarding CalAIM ● Attend and report back on webinars, read informational notices and other communications, and provide summaries of these informational sources to the County. ● Strategic Support on CalAIM Implementation
Assist with Planned Deliverables	<ul style="list-style-type: none"> ● Enhanced Care Management (ECM) and Community Supports (CS) applications hours of support) ● Future Deliverables
Project Management and Communication	<ul style="list-style-type: none"> ● Project management ● Map, track, and communicate out key CalAIM deliverables, milestones, and deadlines ● Project Oversight ● Internal communications ● Client Communications <ul style="list-style-type: none"> ○ Participating in weekly internal county CalAIM coordination meetings ○ Participating in meetings with Managed Care Plan partners, as needed

Potential Projects	<ul style="list-style-type: none"> • Behavioral Health Infrastructure Grant application • Coordinate stakeholder and community input processes around CalAIM initiatives • Research and Analysis of Behavioral Health facility
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Amended Activities:

Phases	Activities
Meeting Facilitation/ agenda preparation	<ul style="list-style-type: none"> • Weekly CalAIM meeting • Weekly Implementation meetings (as long as relevant) • Monthly Managed Care Plan meetings (only agenda preparation)
CalAIM Guidance & Milestone Tracking	<ul style="list-style-type: none"> • Stay up to date on relevant communication from the State regarding CalAIM • Attend and report back on webinars, read informational notices (as requested) • Strategic Support on CalAIM Implementation
CalAIM Implementation	<ul style="list-style-type: none"> • Tracking of implementation timelines and activities • Supporting program design with workflows, policies and procedures, and programmatic materials for employees • Supporting future funding applications for IPP & PATH • Weekly Communications with Managed Care Plans
Project Management	<ul style="list-style-type: none"> • Project management • Project Oversight • Internal communications • Client Communications

EXHIBIT "B"
SCHEDULE OF CHARGES AND PAYMENTS
RESOURCE DEVELOPMENT ASSOCIATES, INC.

County shall pay to Contractor a maximum not to exceed \$162,150 for the entire contract term, for satisfactory performance of services in accordance with Exhibit "A".

As compensation for services rendered to County, Contractor shall be reimbursed for actual salary/benefits and project costs incurred in carrying out the terms of the contract. Contractor shall bill County monthly, and each invoice shall state the number of personnel hours/benefits and reimbursement expenses being claimed by funding source. Contractor agrees to be responsible for the validity of all invoices.

The project maximum is based on the following estimated project budget:

Position	Hourly Rate	Estimated Hours	Total
Associate – Project Assistant	\$140	130	\$18,200
Consultant – Team Member	\$165	250	\$41,250
Senior Consultant – Project Manager	\$190	500	\$95,000
Sr. Director – Project Director	\$275	28	\$7,700
		908	\$162,150

RDA rates are inclusive of all usual business expenses, including personnel, customary overhead, and administrative costs that will be incurred over the course of the proposed project. Unusual expenses including participation incentives and travel costs may be negotiated separately. At the point at which meetings can be held in person, RDA will bill one half of any travel time related to project activities. Mileage reimbursement rate will not exceed the current IRS allowable rate.

The hours and level of effort proposed above for staff are estimates. A list of all RDA team positions and their fully loaded hourly rates are presented below in the event that additional staff roles are called upon to meet emerging needs. However, the project will not exceed the agreed-upon budget without prior discussion and authorization.

Position	Rates
CEO	\$300
Senior Director	\$275
Consulting Director	\$250
Associate Director	\$235
Consulting Manager	\$220
Senior Consultant	\$190
Consultant	\$165
Associate	\$140
Consulting Assistant	\$110

BILLING AND PAYMENT:

Should modification to or changes to the budget line items be needed, a written request for modification shall be submitted for approval to the Director and or his/her designee. County at its sole discretion shall determine if the change will continue to meet the contract objectives and approve or deny the request.

County shall review the billing and notify the Contractor within fifteen (15) working days if an individual item or group of costs is being questioned. Contractor has the option of delaying the entire claim pending resolution of the cost(s). Payments of approved billing shall be made within thirty (30) days of receipt of a complete, correct, and approved billing.

To expedite payment, Contractor shall reference the Resolution Number assigned to their Contract on their invoice.

Contractor shall submit invoices for services to:

Via mail:
HHSA Administration
Attn: BH Fiscal
950 Maidu Avenue
Nevada City, CA 95959

Or via email:

BH.Fiscal@co.nevada.ca.us
Priya.Kannall@co.nevada.ca.us