



AGENDA ITEM NO.

COUNTY OF HUMBOLDT

For the meeting of: November 8, 2016

Date: November 2, 2016

To: Board of Supervisors

From: Connie Beck, Director *cb*
Department of Health and Human Services

Subject: Lease Proposal for Department of Health and Human Services (DHHS) for One Stop Access to Program Services in McKinleyville.

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approves selection of the K.H. McKenny, Inc. proposal and authorizes staff to continue negotiations with K.H. McKenny, Inc. to finalize lease and building plans as described in the Request For Proposals (RFP);
2. Directs county staff to return to the Board for approval of the lease after negotiations are completed;
3. Directs the Clerk of the Board to return one (1) executed agenda item to Real Property.

SOURCE OF FUNDING:

Social Services Fund 1160, Public Health Fund 1175, and Mental Health Fund 1170

DISCUSSION:

On March 1, 2016, the Board of Supervisors authorized county staff to issue a Request for Proposals (RFP) for approximately Thirteen Thousand (13,000) square feet of lease space for the proposed Center in

Prepared by Andrew Rix, Staff Services Manager

CAO Approval *E. Shira Hayes*

REVIEW:

Auditor *MSM*

County Counsel *Sm*

Human Resources

Other

TYPE OF ITEM:

- Consent
- Departmental
- Public Hearing
- Other

PREVIOUS ACTION/REFERRAL:

Board Order No. C-13

Meeting of: March 1, 2016

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor Seconded by Supervisor

- Ayes
- Nays
- Abstain
- Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: _____

By: _____

Kathy Hayes, Clerk of the Board

McKinleyville. The Board also authorized county staff to evaluate all proposals received, to select the proposal best meeting the needs of the department, and to return to the Board for approval of the selected proposal.

The proposed Center in McKinleyville is a service-integration project designed to serve the McKinleyville area. In collaboration with community partners, DHHS would provide a wide range of services to the community from Mental Health, Public Health and Social Services. Approximately one quarter of county services are being provided for residents of the northern region. While residents will always have the choice of where to access services, this facility would be more convenient to many residents from McKinleyville north.

Proposed services are briefly described below:

- Child Welfare Services (CWS), which receives and investigates reports of possible child abuse and neglect and provides services to families needing assistance to protect and care for their children. Federal and state laws require services that protect vulnerable children.
- Adult Protective Services (APS), which investigates reports of abuse and neglect and provides services to elders and dependent adults who are unable to protect themselves. Federal and state laws require services that protect vulnerable adults.
- Women, Infants & Children (WIC) Supplemental Nutrition Program, which helps income-eligible pregnant women, breastfeeding women, post-partum women, and children under five expand their access to specific nutritious foods. WIC is a federal entitlement program.
- Nurse-Family Partnership (NFP), which is a parenting program for low-income mothers pregnant with their first child. Each mother served by this national program is partnered with a registered nurse early in her pregnancy and receives parenting support and guidance through her child's second birthday. Optional evidence-based program funded by federal, state and local funds.
- California Work Opportunity and Responsibility to Kids (CalWORKs), which is California's version of the federal Temporary Assistance to Needy Families program. It provides limited cash assistance to families working toward self-sufficiency. Parents in the CalWORKs program are required to participate in work-focused activities through Welfare-to-Work. CalWORKs is a federal entitlement program.
- CalFresh, formerly called food stamps, which is California's version of the Supplemental Nutrition Assistance Program, or SNAP. Most recipients of CalFresh are children and working families. CalFresh is a federal entitlement program.
- Medi-Cal, California's name for the federal Medicaid program, which is health insurance for low- and middle-income individuals and families. More than a third of Humboldt County residents are insured through Medi-Cal, which is a federal entitlement program.
- Job Search and Employment Training services, which are provided to any interested job seeker and include one-on-one vocational counseling, local hiring information, practice interviews and assistance with résumé development. Special assistance is available for veterans, youth ages 16 to 24, seniors ages 55 and over and individuals with disabilities.
- Children's mental health, which provides services to Medi-Cal eligible children, including outpatient counseling with licensed therapists and clinical social workers. Services are provided to eligible children and families under a combination of federal and state mandates.
- New Parents Group, which connects new moms and dads to each other and to community resources.
- Food pantry distribution, which includes canned goods, dry goods, staples and fresh produce, would continue to be provided by the McKinleyville Family Resource Center.
- Field Nursing, which improves community wellness through "health promotion" and home visits. Some field nursing activities, specifically those dealing with communicable disease, are mandated by federal law.

- Volunteering opportunities, which would be coordinated through and hosted by the center. Currently more than 25 volunteers contribute an average of 250 hours a month at the McKinleyville Family Resource Center (MFRC).
- Evening programs that would provide opportunities for neighbors and community members to meet and grow. Community rooms, classrooms and a playground would be available.
- Resource and referral services to be provided by MFRC staff.
- Case management for those who need more than a quick referral.
- Nutrition classes and presentations provided by trained Public Health staff.

Services that would not be provided at The Center include:

- General Relief
- Services specific to the homeless will continue to be provided by DHHS Street Outreach Services.

For this project, the county received two proposals: one from K.H. McKenny, Inc., and the other from the McKinleyville Community Collaborative. K.H. McKenny, Inc., proposed providing the county with approximately Thirteen Thousand Four Hundred (13,400) square feet of building space at a cost of Twenty Eight Thousand Eight Hundred Fifty Eight Dollars (\$28,858.00), equivalent of Two Dollars and Sixteen Cents (\$2.16) per square foot per month, with a 2.25% minimum up to 4.25% maximum annual consumer price index (CPI) adjustment. The McKinleyville Community Collaborative proposed providing the county with approximately Fifteen Thousand One Hundred and Thirteen (15,113) square feet of building space at a cost of Eighty Nine Thousand Six Hundred Twenty Dollars and Nine Cents (\$89,620.09), equivalent of Five Dollars and Ninety Three Cents (\$5.93) per square foot per month, with annual CPI adjustments, as yet to be determined.

After review of the two proposals received, the selection committee found that both proposals met the RFP criteria in every area except costs. DHHS is unable to afford the lease proposed by McKinleyville Community Collaborative; therefore, DHHS has selected the proposal submitted by K.H. McKenny, Inc., as the most suitable proposal. The proposed lease term would run for a period of 10 years with two 5 year options to renew. Were the Board to approve of the staff selected proposal, staff would proceed with finalizing negotiations for a lease with K.H. McKenny, Inc.

FINANCIAL IMPACT:

Upon Board approval, funding for this project would be budgeted in the Social Services Fund 1160, Budget Unit 511, Mental Health Fund 1170, Budget Unit 424 and Public Health Fund 1175, Budget Unit 416. The proposed annual cost of this agreement would total \$346,296. Costs would be partially offset by vacating existing leased space, with the balance being paid by federal and state funding and grants, as well as Social Services, Mental and Public Health Realignment. Staff costs associated with the RFP process are already included in the approved Fiscal Year 2016-17 budget. There would be no financial impact to the county General Fund, nor to the approved DHHS Budgets for Fiscal Year 2016-17.

Approving the staff selected proposal would support the Board's Strategic Framework by providing for and maintaining infrastructure and create opportunities for improved safety and health of our community while supporting business and workforce development.

OTHER AGENCY INVOLVEMENT:

Humboldt County Department of Public Works

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board can decide not to accept either proposal. For financial reasons, accepting the McKinleyville Community Collaborative proposal is not a feasible alternative.

ATTACHMENTS:

1. Executed Board Agenda dated March 1, 2016
2. Proposal from K.H. McKenny, Inc.
3. Proposal from McKinleyville Community Collaborative