



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 9/10/2019

Agenda Placement: 6B

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Shelli Brobst for Jennifer Yasumoto - Director  
Health & Human Services Administration

**REPORT BY:** JoAnn Melgar, Staff Services Analyst II - 707-253-4722

**SUBJECT:** Amendment No. 5 to Agreement with SVT Gruppe, Inc.

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### **RECOMMENDATION**

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 5 to Agreement No. 170611B with SVT Gruppe, Inc. reducing the amount by \$135,000 for a new annual maximum of \$50,000 for the term July 1, 2019 through June 30, 2020, adding Specific Term and Condition 3.4 to delegate authority to the Director to approve future amendments to the rate schedules, and incorporating Exhibit B-3 to increase the transportation and mileage rates and add new monthly service rates for security guard and transportation services to psychiatric hospitals for Health and Human Services Agency clients.

### **EXECUTIVE SUMMARY**

Approval of the recommended amendment will increase the transportation rate from \$39 per hour to \$49 per hour and increase the mileage rate from \$0.79 per mile to \$0.85 per mile. In addition, this amendment adds two new monthly service rates for a Track Tik Monitoring Service Fee at \$89.00/month (an internal administrative fee that allows guards to write progress notes while on the job) and 24-Hour Dispatch Service Fee at \$99.00/month.

The amendment also significantly lowers the contract maximum from \$185,000 to \$50,000 per fiscal year. This decrease is due to less need for these types of services because of the presence of the Crisis Stabilization Services Program at the Health and Human Services Agency campus.

Finally, this amendment delegates authority to the Director of Health and Human Services to approve future rate changes in the Compensation Exhibit (Exhibit B-3) provided the total contract maximum does not change and no new services are added to the Scope of Work.

SVT Gruppe, Inc. is a local vendor.

**FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Health & Human Services Mental Health
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	While this agreement terminates on June 30, 2020 it contains a provision for automatic annual renewal. This agreement is included in the approved Fiscal Year 2019-2020 budget and future fiscal years will be budgeted accordingly.
Consequences if not approved:	If this amendment is not approved Napa County Mental Health will be unable to utilize this provider for periodic security and transport services for Mental Health clients.

Additional Information:

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Agreement with BlackTalon Enterprises, Inc. was assigned to SVT Gruppe, Inc. ("Contractor") in 2018. The Contractor provides periodic security and transport services for clients of the Mental Health Division. The services are designed to ensure that staff, the client, and others will remain safe and secure during the client's assessment and/or transportation in circumstances involving a psychiatric emergency and/or involuntary psychiatric hospitalization.

In addition to transportation services, the Contractor provides security guard services, which may be utilized in situations in which individuals are deemed a potential risk to themselves and/or others during the time in which they are being evaluated to determine if a client will be transferred to an inpatient psychiatric facility or the Napa County Crisis Stabilization Program.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Susan Kuss