

## **SUMMARY OF DEPARTMENT OPERATIONAL SUPPORT CONTRACT**

### **REQUEST TO THE HEALTH COMMISSION**

*A DOS Contract is a Contract for the provision of goods or services that directly supports DPH's operations.*

<b>Contractor:</b>	California Mental Health Services Authority <b>(CalMHSA)</b>	<b>Division/Section:</b>	DPH-BHS
<b>Address:</b>	1610 Arden Way, Ste. 175 Sacramento, CA 95815	<b>Director:</b>	Hillary Kunins, MD Yoonjung Kim, LCSW
<b>Contact:</b>	Leah Solomon <b>Phone:</b> 279.599.6220	<b>DPH Administrator:</b> <b>Program Administrator:</b> <b>Contract Analyst:</b>	Edwin Batongbacal Contract Analyst: Ian Fernando <b>Phone:</b> 510 589 0599 <b>Phone:</b> (628) 271-7092

Request for approval of a New Participation Agreement with CalMHSA to perform Third Party Administration for the San Francisco County Department of Public Health, in support of the implementation of the CCE Preservation Grant, a state-funded initiative aimed at preserving existing licensed adult and senior care facilities. The total proposed contract amount is \$7,854,897 for the term of January 6, 2026 through June 30, 2029 (3½ years).

**Mark only one for each question below:**

1. **Vendor Type**  For Profit  Non-Profit  Government Entity

2. **Is the Vendor a CMD Certified LBE?**  Yes  No

3. **Purchasing Authority:**  RFP  Sole Source  
1.25 Government Entity  
Agreement  GPO

4. **Does DPH have other existing contracts with this Vendor?**  Yes  No

If yes, approximately how many years has DPH been doing business with this Vendor? Provide explanation, as needed. 15 Years

#### **CONTRACT INFORMATION**

#### **Proposed Transaction**

January 6, 2026 to June 30, 2029

#### **FUNDING SOURCES:**

State CCE Preservation Grant	\$7,431,615
General Fund (match to the State Grant)	\$423,282
<b>TOTAL DPH REVENUE:</b>	<b>\$7,854,897</b>

**ONE-TIME UPFRONT COSTS:** N/A

**ANNUAL AMOUNT OF CONTRACT\*:** \$2,244,256

*\*Excludes one-time upfront/implementation costs.*

#### **[FOR PROGRAM ADMINISTRATION CONTRACTS ONLY]**

Program Administrator Indirect Percent	15% of state grant amount
<b>TOTAL INDIRECT EXPENSES:</b>	\$1,114,742
<b>TOTAL DIRECT EXPENSES:</b>	\$6,740,155

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**PROPOSED BREAKDOWN OF ITEMS/SERVICES**

Item or Service	Quantity	Unit Price	Amount
Operational Subsidy Program (OSP)	1	\$3,198,797	\$3,198,797
Capital Infrastructure Projects (CIP)	1	\$3,118,076	\$3,118,076
Project Consultants	1	\$423,282	\$423,282
CalMHSA Program Management (15% of state grant)	1	\$1,114,742	\$1,114,742

**Purpose of Contract:**

Under this agreement, CalMHSA will serve as the third-party administrator responsible for the administration, disbursement, and monitoring of San Francisco county's CIP and OSP grant funds, pursuant to the terms of the California Community Care Preservation Program Notice of Funding Availability. CalMHSA is delivering the following Program under the Joint Powers Agreement with California counties.

The Program will support sustainability of Adult Residential Facilities (ARF) and Residential Care Facilities (RCFE) for the Elderly, also known as Board and Care facilities (B&C) in the City and County of San Francisco to support applicants or recipients of SSI/SSP or CAPI, including the "prioritized population" of qualified residents who are experiencing or at risk of homelessness, and including Medi-Cal beneficiaries' recovery through the county behavioral health system of care through four components:

1. **Perform related B&C eligible facilities assessment and selection process** – Provide outreach to a list of Board and Care facilities (operators and owners) provided by the County, composed of B&C facilities with existing residents who have SSI or CAPI, including those facilities in which the county Dept of Public Health has placed its clients, to 1) inform these facilities of the availability of CCE Preservation Funding, 2) invite these facilities' applications for CCE Preservation Capital Improvement Program (CIP) and/or Operational Subsidy Payments (OSP) funding, 3) work with each of the applying facilities to further survey, assess, quantify, detail, scope out, and rank the relative priorities of, their OSP and CIP funding needs. and 4) prioritize each of the applying facilities' relative needs for such funding based on risk of closure, safety, and regulatory (licensing) priorities.
2. **Technical Assistance** – Provide selected eligible Board and Care operators, and management, technical assistance on financial operations capacity-building from a financial consultant.
3. **Operational Subsidies (OSP)** – Provide funds to OSP-eligible Board and Care facilities that complete Technical Assistance, to support the implementation of the technical assistance.
4. **Capital Infrastructure Improvement (CIP)** – Facilitate capital improvements to selected and approved CIP-eligible Board and Care facilities, to preserve these facilities that provide critical care.

**Performance Monitoring:**

The contract will be monitored in accordance with DPH and BHS monitoring procedures by the Program Manager assigned to these services.

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**Listing of CEO, Board of Directors, and Owners of 10% or More of the Firm:**

**CEO:** Dr. Amie Miller, Psy.D., LMFT

**Board of Directors:** CalMHSA's Board of Directors is made up of one representative from each member county (or participating county entity).

**Owners of 10% or more of the Firm:** CalMHSA is a public entity and is not a private company with owners or shareholders.