

County of Santa Clara
Santa Clara Valley Health & Hospital System
Alcohol & Drug Services
Administration



HHS02 022409


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DATE: February 24, 2009

TO: Board of Supervisors

FROM: 
Kim Roberts
SCVHHS - Chief Executive Officer

SUBJECT: Amendment to Agreement with Kakoli Banerjee

RECOMMENDED ACTION

Consider recommendations relating to agreement with Kakoli Banerjee providing technical assistance and evaluation services for substance abuse programs.

Possible action:

- a. Approve delegation of authority to Director, Department of Alcohol and Drug Services, or designee, to amend the agreement with Kakoli Banerjee relating to providing technical assistance and evaluation services for substance abuse programs, increasing the maximum financial obligation by \$30,381.01 to \$130,381.00, following approval by County Counsel as to form and legality, and approval by the Office of the County

Executive. Delegation of authority shall expire on June 30, 2009.

- b. Approve delegation of authority to Director, Department of Alcohol and Drug Services, or designee, to amend agreement with Kakoli Banerjee relating to providing technical assistance and evaluation services for substance abuse programs to increase the maximum financial obligation by an amount no greater than ten percent of the amended service agreement maximum, following approval by County Counsel as to form and legality, and approval by the Office of the County Executive. Delegation of authority shall expire on June 30, 2009.

FISCAL IMPLICATIONS

There is no impact on the General Fund as a result of the recommended action. Funds to increase the service agreement are budgeted in the Department of Alcohol and Drug Services (DADS) FY09 budget. In FY09, 29% of this agreement is currently funded by grant reimbursement.

CONTRACT HISTORY

The Department has had an agreement with Kakoli Banerjee, a dependent contractor, for evaluation services since FY2001. The current FY 2009 agreement for these services is shown below.

Contractor	Agreement/Amendment	Start Date	End Date	Dollar Amount
Kakoli Banerjee	Original Agreement	July 1, 2008	June 30, 2009	\$94,900
	First Amendment	August 25, 2008	June 30, 2009	\$5,099.99
Total				\$99,999.99

The First Amendment to the Agreement with Kakoli Banerjee increased the number of hours and additional data management responsibilities for a grant project.

REASONS FOR RECOMMENDATION

The continuation of this dependent contractor through June 30, 2009 is essential for the Department to meet its data and reporting requirements. Specifically, this position is needed for the following essential tasks:

1. DADS must maintain its reporting to the State for Substance Abuse Crime and Prevention Act (SACPA) and Offender Treatment Program (OTP) funding and California Outcomes Measurement System (CalOMS), State reporting system.
2. The data quality of the client data system requires more staff oversight of the data analysis and evaluation unit.
3. This contract position has the lead role in developing the outcome measures necessary to support the Department's new clinical services, both the chronic care model and the

client-driven, outcome informed (CDOI) adult clinical system.

The data analysis and evaluation unit, which administers the Department's client database and billing system, provides all external data reports to State and Federal agencies, provides internal analysis of data and management reports, and develops outcome measures for the Department's service systems, is down several staff and no other staff are available to provide the necessary services as described above.

BACKGROUND

Kakoli Banerjee has been working as a dependent contractor on DADS evaluation projects for over seven years and is knowledgeable about treatment and prevention programs, grant writing, grant project management, and the management information system. The contractor is also involved in designing evaluation projects for substance abuse programs, currently implemented by different DADS divisions. These require expertise in program evaluation and research studies, advanced statistical analysis, scientific research methods, and conducting outcome studies. The contractor has established collaboration with various County agencies and evaluation professionals working on various grant projects.

CONSEQUENCES OF NEGATIVE ACTION

Failure to approve the recommended action could impact the Department's ability to meet data and reporting requirements.

ATTACHMENTS

- Kakoli Banerjee FY09 Agreement
- First Amendment to Kakoli Banerjee FY09 Agreement