Advance Notice of Intent to Waive Competition

<table>
<thead>
<tr>
<th>FORM ID:</th>
<th>ESA-SIN-02/18/2020</th>
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<tbody>
<tr>
<td>DEPARTMENT NAME:</td>
<td>Employee Services Agency</td>
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<tr>
<td>PROJECT NAME:</td>
<td>Psychological Counseling Services</td>
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<td>PROCUREMENT DEPARTMENT CONTACT:</td>
<td>Diana Diaz</td>
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<tr>
<td>TYPE:</td>
<td>Professional Services</td>
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OBJECTIVE:
The County of Santa Clara intends to enter into a non-competitive agreement with a contractor/vendor that has an ability to provide psychological counseling services for employees in the Deputy Sheriff, Sheriff’s Sergeant, and Sheriff’s Lieutenant job classifications.

SCOPE OF WORK:

1. Provide both general counseling services and immediate crisis support.
   a. It is expected that services shall be provided by 24 to 48 hours after a request, at the practice or via tele-therapy.
   b. Immediate/urgent crises support.

2. Office locations shall be made available to the covered employees; this arrangement shall enable the Contractor to offer convenient access to services. The staff of the Contractor shall meet with the employee at one of the sites that are convenient for the employee, in the home of the employee when necessary and appropriate, or at the scene of an emergency.

3. Only licensed psychologists or other appropriate mental health professionals who have had special backgrounds and experience in working with police agencies shall provide therapy.

4. In cases on which consultation is required, which are outside the Contractor’s areas of expertise, the Contractor shall actively assist in a referral to the best of their ability.

5. Should the need for psychiatric hospitalization arise, the Contractor shall assist in coaching the employee on how to best obtain services and shall provide a follow-up appointment after stabilization.

6. An initial session to assess the situation and determined how best to proceed shall be offered to the spouse or registered domestic partner of any covered employees even if they do not have insurance coverage.

7. Contractor shall participate in treatment of members of the family of the covered employee who is thought to be important to the treatment process regardless of whether they are seen jointly or individually; likewise, this service shall be made available to the covered employee family members no matter if the covered employee is present, so long as it relates to the employee’s ability to perform his/her duties or as part of the employee’s treatment process.

8. The Contractor shall offer to administer tests to the covered employee to measure current levels of professional and personal stress.

9. The Contractor shall offer seminars on communication and problem resolution skills to prevent the formation and escalation of family problems, which may adversely affect the covered employee’s performance on the job.

10. The Contractor shall offer seminars to be jointly conducted by the Contractor and police specialists on the topic of stress management.
11. The Contractor shall offer special programs in weight control, smoking cessation, and problems with drinking.

12. For each case, the therapist shall specify in writing at the end of the first visit, the employee’s treatment objectives.

13. The Contractor shall establish a program that shall measure the effectiveness of treatment in terms of benefits received by the covered employees relating to job performance and personal functioning.

14. When patient treatment ends, the treating psychologist or mental health professional shall complete a form that indicates to what counseling achieved its stated goals.

15. Critical Incident Debriefing meeting/support - Psychologists shall lead a meeting to assist in processing and resolving the stress related to a “critical incident.”