



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 23

**Agenda Date:** December 12, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Health Department

**DEPARTMENT HEAD:** Claude Jacob

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

An agreement with Communities in Schools of San Antonio for School-Based Counseling Services for youth impacted by violence

**SUMMARY:**

This ordinance authorizes the execution of an agreement with Communities in Schools of San Antonio (CISSA) for school-based counseling services for youth impacted by violence for the City of San Antonio Metropolitan Health District's (Metro Health) Office of Mental Health and Resilience for an initial amount up to \$1,119,000.00 for the term beginning January 1, 2025 through September 30, 2027, with the option to renew for two, one-year terms, for a total contract value up to \$1,919,000.00, inclusive of renewals. Funding is available from the General Fund FY 2025 Adopted Budget. Funding for future years is contingent upon City Council approval of the annual budget and funds.

This ordinance authorizes the City Manager or designee to execute an amendment in the following circumstances: (A) an increase in contract funding in an amount not exceeding (a) twenty-five percent (25%) of the total amount of this contract or (b) \$25,000, whichever is the lesser amount; provided, however, that the cumulative total of all amendments increasing funding and executed without City Council approval pursuant to this subsection during the term of this contract shall not exceed the foregoing amount; (B) no cost extensions up to two years; (C) budget adjustments

authorized by the funding agency so long as the total dollar amount of the budget remains unchanged; (D) modifications to the Scope of Work due to the adjustment described in subsection (A) of this Section or for any other reason, so long as the terms of the amendment are reasonably within the parameters set forth in the original Scope of Work; and (E) changes in state or federal regulations mandated by the funding agency.

## **BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is the proposal submitted by CISSA for school-based counseling services for youth impacted by violence. Impacts from any form of violence have profound and devastating consequences for children, families, and communities. The outcomes can be both immediate and long-term, affecting physical, emotional, relational and socioeconomic aspects of a person's life. If left unaddressed, the impact of these adverse childhood experiences (ACEs) can often lead to intergenerational cycles of violence and abuse. Established in 2022, the Office of Mental Health and Community Resilience's priority areas include the promotion of emotional, psychological, and social wellbeing for the community by broadening availability of mental health services to children with higher needs.

The City issued a Request for Proposals (RFP) for "School Based Mental Health Counseling Services for Youth Impacted by Violence" (RFP 24-151, 6100018327) on August 26, 2024, with a submission deadline of September 27, 2024. The RFP was advertised in the HartBeat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential Respondents. Six proposals were received, and all six proposals were deemed responsive for evaluation.

The evaluation committee consisted of representatives from Metro Health and the Department of Human Services (DHS). The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 25 points were allotted for experience, background and qualifications; 25 points were allotted for proposed plan; 15 points were allotted for respondent's price schedule; 10 points were allotted for Non-Profit Status; 5 points were allotted for the Small Business Enterprise (SBE) Prime Contract Program; 5 points were allotted for the Minority/Women-Owned Business (M/WBE) Prime Contract Program; 10 points were allotted for the Local Preference Program; and 5 points were allotted for the Veteran-Owned Small Business Preference Program. Additional categories of consideration included references and financial qualifications.

The evaluation committee met to discuss and score the six proposals on October 23, 2024. The top-ranked firm, CISSA, is recommended for award. The initial term of the contract will begin January 1, 2025 through September 30, 2027, with two, one-year renewal options.

## **ISSUE:**

Through this agreement, CISSA will provide mental health counseling and case management support services for youth in grades K-12 and their families impacted by violence. Services will include various types of therapy, including Dialectical Therapy, Solution Focused, Person-

Centered, Cognitive Behavior Therapy, Motivational Interviewing and Play Therapy Techniques, and to provide community referrals for basic needs and psychiatric evaluation. Metro Health requests City Council authorize the execution of an agreement with CISSA to provide school-based counseling services for youth impacted by violence, to support mental health and community resilience efforts implemented by Metro Health's Office of Mental Health and Resilience in an amount up to \$1,119,000.00 for the term January 1, 2025 through September 30, 2027, with the option to renew for two, one-year terms, for a total contract value up to \$1,919,000.00, inclusive of renewals.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small Business Enterprise (SBE) Prime Contract Program with five (5) evaluation preference points, and the Minority/ Women-Owned Small Business Enterprise (M/WBE) Prime Contract Program with five (5) evaluation preference points. However, the awarded firm was not eligible to receive any preference points.

The Local Preference Program applied to this contract; the recommended firm is a local business. The Veteran-Owned Small Business Preference Program applied to this contract; however, the recommended firm is not a Veteran-Owned Small Business.

#### **ALTERNATIVES:**

Should City Council choose not to approve this ordinance, Metro Health will need to seek an alternate means to provide school-based counseling services for youth and families impacted by violence. Options may include resoliciting the services through another RFP. This option would result in a gap in services between contracts, lead to a potential increase in costs and result in a temporary loss of existing public health programming and services for San Antonio youth.

#### **FISCAL IMPACT:**

This ordinance authorizes the execution of an agreement with CISSA for school-based mental health services for youth impacted by violence in an amount up to \$1,119,000.00 for the term January 1, 2025 through September 30, 2027, with options to renew for two, one-year renewals, for a total contract value up to \$1,919,000.00, inclusive of renewals. Funding is available from the General Fund FY 2025 Adopted Budget. Funding for future years is contingent upon City Council approval of the annual budget and funds.

#### **RECOMMENDATION:**

Staff recommends approval. This contract was procured by means of Request for Proposals and a Contracts Disclosure Form is required.

