



Office of the City Manager

CONSENT CALENDAR  
September 13, 2022

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Lisa Warhuus, Director, Health, Housing and Community Services  
 Subject: Contract No. 31900043 Amendment: Kings View Professional Services for  
 Mental Health Reporting Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute an amendment to Contract No. 31900043 with Kings View Professional Services to provide mental health financial reporting services through June 30, 2024 in an amount not to exceed \$220,628.

FISCAL IMPACTS OF RECOMMENDATION

Funds for the additional scope of work in the amount of \$57,100 will be provided from Mental Health Realignment-Administration Account (ERMA GL 158-51-503-520-0000-000-451-612990).

CURRENT SITUATION AND ITS EFFECTS

Kings View Professional Services has provided reliable reporting services to the Mental Health Division for more than three years. In addition to processing Medi-Cal Administrative Activities (MAA) quarterly claims, they have produced annual cost reports; including collaborating with Alameda County to submit the completed reports to the necessary agencies. The production of these reports directly supports the operation of the City's Mental Health programs. The additional funding requested in this report will allow Kings View to complete this work for the next two fiscal years.

BACKGROUND

Specialized reporting for MAA quarterly claims is necessary to be in compliance with local, state, and federal agencies regarding mandatory reporting requirements. The California Department of Healthcare Services, the Centers for Medicaid and Medicare, and other agencies associated with the oversight of financial reporting by Counties and Cities prescribe specific forms and documentation for all submissions. In addition, Alameda County requires cost reports for each fiscal year, including total units of service by mode and service function code and identified by funding source.

In order to remain in compliance with these and other agencies, the City's Mental Health Division must produce specialized financial reports. Utilizing a contract with vendor Kings View Professional Services, an expert firm in this field, ensures precision due to their particular familiarity with this type of reporting. Retaining specialized financial expertise helps the City maximize revenues for service provided and minimize any risk of recaptured funds.

#### ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no identifiable environmental effects, climate impacts, or sustainability opportunities associated with the subject of this report.

#### RATIONALE FOR RECOMMENDATION

Kings View Professional Services has demonstrated specialized expertise and performance in mental health financial reporting requirements. Their services ensure that the City remains in compliance with funder requirements and sustains these vital funding streams.

#### ALTERNATIVE ACTIONS CONSIDERED

As an alternative action, Council could instead direct staff to circulate a formal RFP to competitively solicit a different vendor, or to not fund this service altogether. Since King View is already familiar with City programs and has performed well under the existing contract these approaches are not recommended.

#### CONTACT PERSON

Conor Murphy, Assistant Management Analyst, HHCS, 510-981-7611  
Jeff Buell, Manager of Mental Health Services, HHCS, 510-981-7682

#### Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 31900043 AMENDMENT: KINGS VIEW PROFESSIONAL SERVICES  
FOR MENTAL HEALTH FINANCIAL REPORTING SERVICES

WHEREAS, on December 1, 2018, the City of Berkeley entered into Contract No. 31900043 with Kings View Corporation for mental health reporting services in an amount not to exceed \$29,507 for the period December 1, 2018 to November 30, 2019; and

WHEREAS, this contract was previously amended on May 1, 2019, to increase the total contract amount by \$16,132 for a total amount of \$45,639 and to extend the expiration date to June 30, 2020; and

WHEREAS, on June 16, 2020 by Resolution No. 69,450-N.S., City Council approved amending Contract No. 31900043 through June 30, 2022 for a total amount of \$106,428; and

WHEREAS, Kings View Professional Services has specific expertise in mental health compliance and financial reporting requirements, and are very familiar with the unique needs of the City; and

WHEREAS, funds are available to perform this work in the current year budget in the Mental Health Realignment-Administration Account, numbered 158-51-503-520-0000-000-451-612990.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is authorized to execute an amendment to the contract with Kings View Professional Services for Mental Health reporting services for a total not to exceed \$220,628, through June 30, 2024. A record signature copy of said contract to be on file in the City Clerk Department.

