



MARION COUNTY BOARD OF COMMISSIONERS

Board Session Agenda Review Form

Meeting date: January 22, 2025

Department: Health & Human Services

Title: Personal Care and Habilitative Services (Oregon HCBS 1915i) HE-5659-23 Amd 2 Pelton Project

Management Update/Work Session Date: January 7, 2025 Audio/Visual aids

Time Required: 10 Minutes Contact: Diana Lee Adams Hill Phone: 503-576-4652

Requested Action: Approval of reinstatement rule exemption.

Issue, Description & Background: Marion County Health and Human Services (HHS) is requesting an exemption from Marion County Public Contracting Rules to reinstate a contract a second time and extend through June 30, 2025.

The Contract for Services is with Pelton Project, for the provision of Home and Community Based Services (HCBS) 1915i services for qualified Medicaid recipients who have been diagnosed with a mental illness and reside in Marion County. HHS requires additional time to execute a Request for Proposals and select an appropriate replacement for these services.

Financial Impacts: N/A

Impacts to Department & External Agencies: HHS anticipates no financial impact to other departments.

List of attachments: Reinstatement Request, Board Order, Exhibit A - Findings

Presenter: Jennifer Chun

Department Head Signature: DocuSigned by: Ryan Matthews

REQUEST FOR AUTHORIZATION OF CONTRACT HE-5659-23

Date: December 30, 2024
To: Chief Administrative Officer
Cc: Contract File
From: Diana Hill

I. Subject: Reinstatement

The Marion County Health and Human Services is requesting approval to reinstate a contract as described in Section 10-0570 of the Marion County Public Contracting Rules. The contract is with Pelton Project for Personal Care and Habilitative Services (Oregon's HCBS 1915i) with a value of \$500,000.00 and upon approval will be reinstated and in full force and effect, as if it had not expired with a new expiration date of 6/30/2025.

A. BACKGROUND

MCHHS issued Request for Proposal (RFP) HE1276-23 for Personal Care and Habilitative Services (Oregon HCBS 1915i) on March 10, 2023. Pelton Project, Inc. submitted a proposal in response to HE1276-23 on March 31, 2023, which was determined to be responsive and responsible. MCHHS evaluated and scored all proposals received and issued a Notice of Intent to Award to Pelton Project, Inc. on August 31, 2023.

The original contract expired in December 2023, following delayed Contractor feedback regarding Statement of Work modifications. Amendment 1 reinstated the contract in February 2024 and extended the term through September 30, 2024.

Pelton Project, Inc. provides Community Based Services (HCBS) 1915i services for qualified Medicaid recipients who have been diagnosed with a mental illness and reside within Marion County.

B. As required by MCPCR, a concise written statement must be submitted meeting the requirements of 10-0570(1).

Failure to extend this contract in a timely manner is due to multiple vacancies at ABH & administrators covering additional duties while also exploring other resources to meet needs for 1915i services. Extending this contract will allow the County to pay for services that were already provided by Pelton since expiration of this contract, and allow time to put another RFP out for providers who may be more economical, whose services align with contractual requirements, and who prioritize fostering independence with our individuals.

Submitted by:

Diana Hill
Health and Human Services

Reviewed by:

Contracts & Procurement

Acknowledged by:

Department Head

Acknowledged by:

Jan Fritz, CAO

BEFORE THE BOARD OF COMMISSIONERS
FOR MARION COUNTY, OREGON

In the matter of granting an exemption)
to reinstate an expired contract for the)
Personal Care and Habilitative Services)
HCBS 1915i Contract pursuant to the)
Marion County Public Contracting Rules)

ORDER NO. _____

This matter came before the Marion County Board of Commissioners, acting as the Marion County Contract Review Board (Board), at its regularly scheduled public meeting on Wednesday, January 22, 2025.

WHEREAS, the Board finds that Marion County Health and Human Services (MCHHS) seeks an exemption from Marion County Public Contracting Rules, pursuant to Section 10-0570 Reinstatement of Expired Contracts, which allows an expired contract to be reinstated, in full force and effect, as if it had not expired; and

WHEREAS, Marion County Public Contracting Rules, pursuant to Section 10-0570(3) stating that only one reinstatement of a contract may be allowed, due to multiple vacancies at Adult Behavioral Health (ABH), the contract expired prior to the county’s ability to process the amendment; and

WHEREAS, the reinstatement of this contract allows for Pelton Project to continue to provide Community Based Services (HCBS) 1915i services for qualified Medicaid recipients who have been diagnosed with a mental illness and reside within Marion County; and

WHEREAS, the Board find the use of a reinstatement exemption for the Marion County Personal Care and Habilitative Services expired Contract for Services is justified and consistent with the Marion County Public Contracting Rules; now, therefore,

IT IS HEREBY ORDERED that the Board adopts the findings attached hereto as Exhibit A and grants an exemption to allow the reinstatement of the Marion County Personal Care and Habilitative Services Contract.

Dated this 22nd day of January 2025.

Original: Health and Human Services
cc: Board of Commissioner's Office
Diana Hill

Attachment: Exhibit A – Findings

MARION COUNTY BOARD OF
COMMISSIONERS

Chair

Commissioner

Commissioner

Contract Review Board
Marion County Public Contracting Rules
Discretionary Action Form / Exhibit A – Findings

Contract Title:

Personal Care and Habilitative Services (Oregon’s HCBS 1915i)

Contract Number:

HE-5659-23

Department:

Health and Human Services

Submitted By:

Diana Hill, Contracts Specialist

Issue:

Contract for Services (CFS) HE-5659-23 for Home and Community Based Services (HCBS) 1915i has expired and services must continue until an appropriate replacement has been selected. Pelton Project, Inc. currently provides services for qualified Medicaid recipients who have been diagnosed with a mental illness and reside in Marion County.

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|---------------------------|---|
| <i>August 31, 2023</i> | Pelton Project, Inc. was awarded a contract via a Request for Proposals, which was executed with a retroactive term from July 1, 2023 to December 31, 2023. |
| <i>December 31, 2023</i> | The original CFS expired. |
| <i>February 21, 2024</i> | A request for reinstatement was submitted within 90 days of the expiration, which extended the contract term through September 30, 2024. |
| <i>March 6, 2024</i> | The first reinstatement was signed by both parties and the CFS was extended. |
| <i>September 30, 2024</i> | The amended CFS expired. |
| <i>October 3, 2024</i> | A request to reinstate and extend the CFS a second time was submitted by the program coordinator to the Contract Specialist. |
| <i>December 4, 2024</i> | An amendment to reinstate and extend the contract was submitted to the Procurement team, establishing a new expiration date of June 30, 2025. |
| <i>December 30, 2024</i> | Compliance review was completed and a formal Board Order to grant an exemption was submitted for the January 22, 2025 Board Session. |

Recommendation:

Marion County Health and Human Services requests that the Marion County Board of Commissioners, acting as the Local Contract Review Board, consider approval of this exemption to reinstate the Personal Care and Habilitative Services (Oregon's HCBS 1915i) Contract for Services with Pelton Project for a second time to continue necessary services through May 30, 2025, and allow time for a Request for Proposals to find an appropriate replacement.