

**COUNTY OF MILWAUKEE**  
**Behavioral Health Division Administration**  
**INTER-OFFICE COMMUNICATION**

**DATE:** August 29, 2012

**TO:** Marina Dimitrijevic, Chairwoman, Milwaukee County Board of Supervisors

**FROM:** Héctor Colón, Director, Department of Health and Human Services  
*Prepared by: Paula Lucey, Administrator, Behavioral Health Division*

**SUBJECT:** Report from the Director, Department of Health and Human Services, Requesting Authorization to increase the 2012 Professional Services Contract with Critical Management Solutions in the Behavioral Health Division

**Issue**

Section 56.30 of the Milwaukee County Code of General Ordinances requires County Board approval for professional services contracts of \$50,000 or greater. Per Section 56.30, the Director of the Department of Health and Human Services (DHHS) is requesting authorization to increase the 2012 professional services contract with Critical Management Solutions (Contractor) for consulting services to provide assistance to the Behavioral Health Division (BHD) to revise and let a Request for Proposal (RFP) for pharmacy services.

**Background and Discussion**

In December 2011, BHD received approval for a one-year contract for Joint Commission consulting services from Critical Management Solutions, from January 1, 2012 through December 31, 2012 in a not-to-exceed amount of \$80,000. This contract included specialized services to assist BHD in achieving their goal of being Joint Commission accredited in 2012. As part of the original contract BHD received consultation services from various members of the CMS team, including a Registered Pharmacist.

In 2012, BHD's pharmacy contract is slated to be bid out through the RFP process for services beginning in 2013. This contract is currently over \$5 million annually and has extremely specific requirements and industry standards, which need to be accounted for in the RFP. BHD has no in-house pharmacist nor any one with the expertise to ensure the RFP is comprehensive therefore, BHD is requesting to use a consultant to assist in writing the RFP. This will help BHD ensure that the Division gets the best proposals back from the RFP and is able to select from a number of competitive bids, ideally resulting in high quality services at the best cost.

BHD is requesting to increase the CMS contract by \$20,000 for 2012, specifically for assistance with the pharmacy RFP. Andy Roberts, who is a Registered Pharmacist with CMS, has been

working with BHD to prepare for the Joint Commission survey over the last year. In that role, he has already evaluated BHD's pharmacy system needs, he has experience in the development of Requests for Proposals, he has a strong background and understanding of the pharmacy business and is an expert in regulatory and accreditation standards applicable to BHD. As such, he is uniquely qualified to assist BHD in the development of an RFP and the assessment of the responses to the RFP. He will be able to use the time and effort he has already put into learning about BHD into the RFP and contract process.

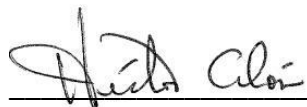
### **Recommendation**

It is recommended that the County Board of Supervisors authorize the Director of the Department of Health and Human Services, or his designee, to increase the professional services contract with Critical Management Solutions starting October 1, 2012 through December 31, 2012 by \$20,000 for a total of \$100,000.

### **Fiscal Effect**

BHD plans to use surplus funds related to the audit recoveries for the existing pharmacy contract to fund this contract increase (see BHD's report on Roeschen's Omnicare) therefore, there is no tax levy effect from this action. A fiscal note form is attached.

Respectfully Submitted:



---

Héctor Colón, Director  
Department of Health and Human Services

cc: County Executive Chris Abele  
Tia Torhorst, County Executive's Office  
Kelly Bablitch, County Board  
Pat Farley, Director – DAS  
Craig Kammholz – Fiscal & Budget Administrator - DAS  
CJ Pahl, Assistant Fiscal and Budget Administrator – DAS  
Antionette Thomas-Bailey, Fiscal and Management Analyst – DAS  
Jennifer Collins, County Board Staff  
Jodi Mapp, County Board Staff