

**EL DORADO COUNTY
BOARD OF SUPERVISORS
AGENDA TRANSMITTAL
MEETING OF FEBRUARY 27, 2007**

AGENDA TITLE: Sutter Medical Foundation Occupational Health Services

DEPARTMENT: HR/Risk Management

DATE: 2/6/07

CAO USE ONLY

CONTACT: Ted J. Cwiek, HR Director

PHONE: 5572

C. W. Henders

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION: The Human Resources (HR) Director recommends that the Board approve the amendment to our existing contract with Sutter Medical Foundation to continue to provide pre-employment (post-offer) physical examinations, hazardous material personnel evaluations, respirator fit testing, fitness-for-duty examinations, and drug and alcohol screenings for County employees and prospective employees from the current contract end date of 3/16/07 to the end of the current fiscal year, 6/30/07. *Extension of the contract will allow*

CAO RECOMMENDATION: *for the completion of an analysis of available vendors that are located closer to Placerville*

Recommend approval. Lauren S. Gill 2/9/07

Financial impact? (x) Yes () No

Funding Source: (x) Gen Fund (x) Other

BUDGET SUMMARY:

Total Est. Cost \$40,000

Funding

Budgeted \$40,000

New Funding \$ _____

Savings* \$ _____

Other \$ _____

Total Funding Available \$40,000

Change in Net County Cost \$ 0

* Explain

CAO Office Use Only:

4/5's Vote Req'd. () Yes (x) No

Change in Policy () Yes (x) No

New Personnel () Yes (x) No

CONCURRENCES:

Risk Management ✓

County Counsel ✓

Other

BOARD ACTIONS:

Vote: Unanimous _____ Or

Ayes:

Noes:

Abstentions:

Absent:

Rev. 7/96 j:\agenda\fin

I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors.

Date:

Attest: Cindy Keck, Board of Supervisors Clerk

By:



EL DORADO COUNTY

Human Resources Department

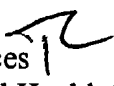
Ted J. Cwiek, Director

Risk Management Division

330 Fair Lane, Placerville, CA 95667

Phone (530) 621-5565 Fax (530) 642-9815

February 6, 2007

Memo to: Board of Supervisors
From: Ted J. Cwiek, Director, Human Resources 
Subject: Sutter Medical Foundation Occupational Health Services

Recommendation: The HR Director recommends that the Board approve the amendment to our existing contract with Sutter Medical Foundation to continue to provide pre-employment (post-offer) physical examinations, hazardous material personnel evaluations, respirator fit testing, fitness-for-duty examinations, and drug and alcohol screenings for County employees and prospective employees from the current contract end date of 3/16/07 to the end of the current fiscal year, 6/30/07.

Background and Reasons for Recommendations: Sutter Medical Foundation, Inc., is under contract with El Dorado County to provide occupational health services for County employees and prospective employees on an "as requested" basis for County departments. Risk Management, which recently was given responsibility for managing this function, is in the process of identifying medical providers who can provide these services in the future, including those who may be more local (Sutter's current services are administered at their Rancho Cordova facility, a round trip of approximately 60 miles from Placerville). This analysis will not be completed for several more months and therefore an extension of the current contract is required in order to continue these critical department services.

Fiscal Impact: Not to exceed \$40,000. Departments are billed for services directly by Sutter and pay from their respective budgets.

Action to be Taken Following Approval: The Board Clerk will return the fully executed amendment to Human Resources for distribution and administration.

CONTRACT ROUTING SHEET

Date Prepared: 1/9/07

Need Date: _____

PROCESSING DEPARTMENT:

Department: CAO/Proc. & Contracts
 Dept. Contact: Pam Carlone
 Phone #: 5833
 Department: Bonnie H. Rich
 Head Signature: Bonnie H. Rich

CONTRACTOR:

Name: Sutter Medical Foundation
 Address: 2800 L Street, 7th Floor
Sacramento, CA 95816
 Phone: 916-454-6640 (Shana Rockwell)

CONTRACTING DEPARTMENT:Human Resources/RiskService Requested: Pre-employment (post-offer) physical exams, etc.Contract Term: Expires 6/30/07

Amendment Amount: _____

\$40,000

Compliance with Human Resources requirements? _____

Yes: _____

No: _____

Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: _____ Disapproved: _____ Date: 1/12/07 By: [Signature]
 Approved: _____ Disapproved: _____ Date: _____ By: _____

ASSIGNMENT

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: _____ Disapproved: _____ Date: 1/16/07 By: [Signature]
 Approved: _____ Disapproved: _____ Date: _____ By: _____

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____
 Approved: _____ Disapproved: _____ Date: _____ By: _____

DRAFT

AGREEMENT FOR SERVICES #471-S0411 AMENDMENT II

This Amendment II to that Agreement for Services #471-S0411, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County"), and Sutter Medical Foundation, a California Corporation, duly qualified to conduct business in the State of California, whose principal place of business is 2800 L Street 7th Floor, Sacramento, CA 95816; (hereinafter referred to as "Contractor");

WITNESSETH

WHEREAS, Contractor has been engaged by County to provide pre-employment (post-offer) physical examinations, hazardous material personnel evaluations, respirator fit testing, fitness-for-duty examinations, and drug and alcohol screenings for County employees and prospective employees on an "as requested" basis for County Departments, in accordance with Agreement for Services #471-S0411 dated March 16, 2004, and Amendment I dated September 12, 2006, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to extend the term of said Agreement from March 15, 2007 through June 30, 2007 and increase the compensation by an additional \$40,000.00, hereby amending **ARTICLE II – Term** and **ARTICLE III - Compensation for Services**.

NOW THEREFORE, the parties do hereby agree that Agreement for Services #471-S0411 shall be amended a second time as follows:

ARTICLE II

Term: This Agreement, as amended, shall become effective when fully executed by both parties hereto and shall cover the period of March 16, 2004 through June 30, 2007.

ARTICLE III

Compensation for Services: For services provided herein, County agrees to pay Contractor monthly in arrears. Payment shall be made within sixty (60) days following County receipt and approval of itemized invoice(s) detailing services rendered and identifying the specific County Department for which service was provided. Consultant shall prepare claims on forms in accordance with the procedures prescribed by County and submit no later than the tenth (10th) day of the month following the claim period. For the purposes hereof, the billing rate shall be in accordance with Exhibit "B" schedule I-III, marked "SUTTER OCCUPATIONAL HEALTH

EVALUATION PROFILE FEE RATE", incorporated herein and made by reference a part hereof. The total amount of this Agreement for the first year shall not exceed \$117,000.00. The total amount of this Agreement for the second year shall not exceed \$119,000.00. The total amount of this Agreement for the third year shall not exceed \$121,000.00. The total amount of this Agreement for the three-year period shall not exceed \$357,000.00. The total amount for the period of March 16, 2007 through June 30, 2007 shall not exceed \$40,000.00.

Except as herein amended, all other parts and sections of that Agreement #471-S0411 shall remain unchanged and in full force and effect.

Requesting Contract Administrator Concurrence:

By: _____ Dated: _____
Michael Ungeheuer, Occupational Health Manager
Public Health Department

Requesting Department Head Concurrence:

By: _____ Dated: _____
Laura S. Gill
Chief Administrative Officer

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to that Agreement for Services #471-S0411 on the dates indicated below, the latest of which shall be deemed to be the effective date of this Amendment.

--- COUNTY OF EL DORADO ---

Dated: _____

By: _____

**Chairman
Board of Supervisors
"County"**

**ATTEST:
Cindy Keck, Clerk
of the Board of Supervisors**

By: _____ **Date:** _____
Deputy Clerk

-- CONTRACTOR --

Dated: _____

**SUTTER MEDICAL FOUNDATION
A CALIFORNIA CORPORATION**

By: _____

**Susan Gower
Chief Financial Officer
"Contractor"**

By: _____
Corporate Secretary

Dated: _____

